~ MEDICATION ~

Rationale:

• Teachers and schools are often asked by parents to administer medication for their children while at school. It is important that such requests are managed in a manner that is appropriate, ensures the safety of students, and fulfils the duty of care of staff.

Aim:

• To ensure the medications are administered appropriately to students in our care.

Implementation:

• Children who are too unwell to participate in the daily activities at school should not attend school.
• Non-prescribed oral medications, (eg: headache tablets), will not be administered by school staff, unless accompanied by written permission from a parent.
• All parent requests for staff to administer prescribed medications to their child must be in writing.
• All student medications must be clearly labelled, must have the quantity of medication to be administered, and must be stored securely.
• Consistent with our Asthma policy, students who provide written parent permission may carry an asthma inhaler with them.
• All completed Medication Request Forms and details relating to students, their prescribed medication, dosage quantities and times of administering will be kept by the classroom teacher, and archived.
• Students involved in school camps or excursions will be discreetly administered prescribed medications by the ‘Teacher in Charge’ in a manner consistent with the above procedures, with all details recorded.
• Parents/carers of students that may require injections are required to meet with the principal, and the classroom teacher, to discuss the matter.
• Students with serious medical conditions will be brought to the notice of all staff, (eg.epilepsy, diabetes, in danger of anaphylactic reactions, etc.)

Evaluation:
This policy will be reviewed as part of the school’s three year review cycle.

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Principal: Debbie George
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Date Ratified at School Council ____________ Principal Signature ____________________
S.C. President Signature _________________ Next review Date _____________________