

DISPENSATION OF MEDICINE POLICY

- All medication should be administered at home if possible.
- Paracetamol will not be administered.
- Students with asthma are to keep and administer their own medication.
- No medication of any kind, other than bronchodilator puffer, is to be self administered by students.
- No medication will be dispensed to students ***without a current written authorisation form by parents***, available from the office. Details of dosage, time of ingestion, contact person and doctor in an emergency must be completed.
- The Principal is to be informed in all cases of students who require medication during the school day.
- The level of supply of a student's medication at the school is to be determined by the Principal with the parent / guardian.
- Any medicines kept on the school premises are kept in an appropriately locked cupboard.
- The school and the Diocese reserve the right to reconsider a student's attendance at the school where a student has a medical condition which raises concerns of appropriateness for the student to be in attendance at the school or the duty of care to others. The Principal may:
 - require additional medical information,
 - discuss with parents the ability of the school to meet the particular needs of a student,
 - determine the capacity of the student to contribute to meeting his / her own needs. The Principal must make a recommendation to the Director who is to determine the attendance / non-attendance of a student who has a medical condition.
- Staff who administer medication are competent and willing eg., First Aid Person (Mrs Kerrin Henry). In the event of excursions, sports or other events away from the school another staff member will administer such medication.
- Tablets and other medication must be clearly identified by label with child's name.

The above policy reflects the Diocesan Policy for Medication.

