

ADMINISTRATION OF MEDICINES IN SCHOOL POLICY

Purpose

The following policy aims to ensure that Damascus College stores and administers all prescription and non-prescription medication correctly.

Scope

This policy applies to all Damascus College students who require administration of medication while attending school or school-based activities.

Definitions

Prescription medication is a pharmaceutical drug that legally requires a medical prescription to be dispensed.

Non-prescription medication is not prescribed by a Medical Practitioner and is available over the counter.

Policy Statement

It is Damascus College policy that;

- the administration of prescription medication during school hours or when attending school-based activities be considered only when a Medical Practitioner prescribes the medication;
- administered prescribed medication be supported by a medical authority (the original medication container with an attached prescription label constitutes this authority);
- a written request has been received from the parent for the administration of medication. This relates to all prescription and non-prescription medication, including over the counter medication such as; Paracetamol, Antihistamines or alternative medicines; and
- if a student is ill during the course of the school day that they must present to the First Aid officer to receive medication if they do not have parental permission of medication on site the students' parents will be contacted to provide consent or collect their child from the campus.

Consequences

The consequence of this policy is that staff be aware of medication administration procedures (including storage, record keeping and transportation).

Responsibilities

The Principal and the Leadership Team have overall authority for the implementation of this policy.

Associated Documents

Anaphylaxis Policy

Asthma Policy

CEVN Administration of medicines in schools document