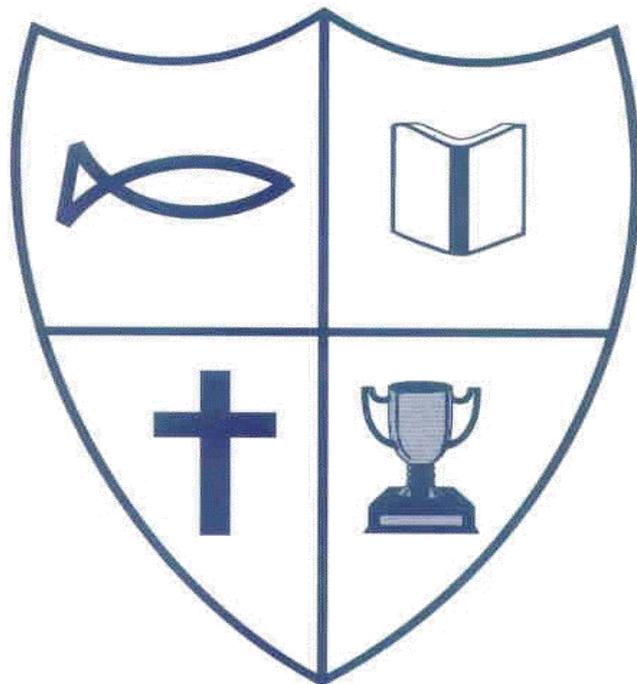


Policy for Administration of Medication in School

Aughnacloy Primary School



Policy for the Administration of Medication in School

The Board of Governors & staff of Aughnalcoy Primary School wish to ensure that pupils with **long term and complex medication needs** receive appropriate care and support in school.

UNITED NATIONS CONVENTION ON THE RIGHTS OF THE CHILD

Article 3

"Children have the right to have their welfare considered paramount in all decisions taken about them."

Article 24

"Every child has the right to the best possible health..."

Please note that parents should keep their children at home if acutely unwell or infectious.

- Parents are responsible for providing the Principal with comprehensive information regarding their child's condition & medication
- Prescribed medication for long term & complex medical conditions will not be accepted in school without complete written & signed instructions from the parents
- Any item of medication must be delivered to the Principal or Authorised Person, by the parent, **in a secure and labelled container as originally dispensed**. Each item of medication must be clearly labelled with the following information:
 - ✓ Pupil's name
 - ✓ Name of medication
 - ✓ Dosage
 - ✓ Frequency of administration
 - ✓ Date of dispensing
 - ✓ Storage requirements
 - ✓ Expiry date
- It is the parents' responsibility to renew the medication and ensure that the medication is supplied within its expiry date
- It is the responsibility of parents to notify the school in writing if the pupil's need for medication has ceased/changed.
- School staff will not dispose of medicines. Date expired medicines or those no longer required for treatment will be returned immediately to the parent for transfer to a community pharmacist for safe disposal.
- For each pupil with long term or complex medication needs, the Principal, will ensure that a Medication Plan and Protocol, is drawn up, in conjunction with the appropriate health professionals.
- All staff will be made aware of the procedures to be followed in the event of an emergency.