

DOMINIC COLLEGE

A Catholic School in the Salesian Tradition



MEDICATION POLICY

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| Date | July 2019 |
| Version No | 2 |
| Responsible Position | |
| Approved By | Dylan Chivers CFOO |
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| Related Documents | Student Duty of Care Excursion Policy Medication Forms |

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1. RATIONALE

In acknowledging that staff are not trained medical practitioners it is our preference that no medication is administered at school. In recognising our responsibility, as far as reasonably practicable, to protect the health and welfare of students we acknowledge that there will be occasions when the administration of medication is necessary. Parents should first

- Ensure that the medication is required
- Consult with their medical practitioner for alternate arrangements avoiding school time administration
- Speak with the grade coordinator / pastoral care coordinator regarding the need for this medication
- Obtain the relevant medication forms for completion by
 - a. The prescribing doctor
 - b. Parents/Guardians

2. MEDICATION AT SCHOOL

There are strict controls regarding medication at school

- Students are not permitted to carry medication at school
- Exceptions will be made for prescribed medications such as EpiPen's or Asthma inhalers
- Other exemptions will be made on a case by case basis
- Medication will be stored securely in the office
- Students will be supervised to self-administer medication where possible
- Students should report to the office for scheduled medication supervision
- Student and medication details will be confirmed prior to administering medication
- Information on medication and supervised administration will be held on file

PARENT RESPONSIBILITIES

Parents are responsible to ensure that

- Accurate and up to date information is provided prior to medication being supplied
- Ensuring medication is up to date
- Supplying medication in original packaging with the following information
 - a. Students name
 - b. Prescribing doctors name
 - c. Dosage
 - d. Administering and storage instructions and equipment
- Over the counter or chemist medication must be supported by a note from the prescriber on the appropriate form

3. MANAGEMENT PLANS AND ACTION PLANS

A number of conditions can require scheduled medication, may be lifelong or life threatening. Dominic College acknowledges the seriousness of these conditions and requires the dedicated support of parents and medical practitioners in the management of these conditions at school. Management plans should be developed in consultation with parents, teachers and, support personnel where deemed necessary.

Dominic College requires the supply of Action Plans for the following conditions

- Asthma – when diagnosed as a serious condition
- Anaphylaxis
- Diabetes
- Epilepsy
- Other conditions as requested

Updated actions plans are required to be supplied as required, at a minimum on a yearly basis.