Administrations of Medicines Policy
Killeen N.S.

While the Board of Management has a duty to safeguard the health and safety of pupils when they are engaged in authorised school activities this does not imply a duty upon teachers to personally undertake the administration of medicines.

The Board of Management requests parents to ensure that teachers be made aware in writing of any medical condition suffered by any children in their class. Parents are required to complete a section on Health/Medication in the application form when enrolling their child/ren in the school.

- In general, medicines will be administered by the parents/guardians outside of school hours.
- Medication can be administered with permission from child's parents e.g. Zirtek and EpiPens.
- Over the counter remedies/medicines may not be self-administered by pupils.
- The medicine should kept in a safe place – clearly labelled for all staff to see. It is the responsibility of the parent to ensure that medication kept in school is in date. Certain medicines, such as inhalers used by asthmatic children, must be readily accessible at all times of the school day. The medicine should be self-administered if possible, under the supervision of an authorised adult.
- Parents will be informed if medication is administered.
- A teacher should not administer medication without the specific consent of the parent.
- No teacher can be required to administer medicine or drugs to a pupil.
- In emergency situations qualified medical assistance will be secured at the earliest opportunity.
- Parents of a pupil requiring regular medication during school hours should write to the Board of Management to authorise staff to administer the medication in the school.
- Written details are required from the parent/guardian to the Board of Management giving the name of the child, name and dose of medication; the circumstances in which medication is to be given by staff and consent for it to be given; when the parent is to be notified and where s/he can be contacted.
- For students with an allergic condition, the school requires parents / guardians to provide written advice which explains the condition, defines the allergy triggers and any required medication.
- Where children are suffering from life threatening conditions, parents should outline clearly in writing, what can and can't be done in a particular emergency situation, with particular reference to what may be a risk to the child.
- A staff member will ensure that an Emergency Plan is established and updated for each child with a known allergy/life threatening condition.
- Parents are further required to indemnify the Board of Management and authorised members of staff in respect of any liability that may arise regarding the administration of prescribed medicines in school.

Parents should ensure that these procedures are clearly understood before submitting any request to the Board of Management.

Western Health Board officials, doctors and nurses are given a space in the school when administering MMR, BCG and general medical examinations. Parental/Guardian consent is always obtained prior to administration/examination.

General Recommendation:
We recommend that any child who shows signs of illness should be kept at home; requests from parents to keep their children in at lunch break cannot be accommodated for supervision purposes. A child too sick to play with peers should not be in school.

This policy will be reviewed as and when necessary.

James Egan (Chairperson B.O.M)