



## Medication for Students Policy

### Purpose of this Policy

The purpose of this policy is to provide guidelines for the safe management and administration of medications for students.

### Medication Management in the Education Setting

A Medication Agreement is required should staff be asked to supervise the administration of any medication not already listed on a verified Action Plan.

- Medication prescribed/required within school hours or on camp, is deemed to be the only necessary medication held on behalf of the individual student.
- A Medication Agreement is required for all medication administration. Medication not already listed on an Action Plan must be documented at the start of each school year and prior to all school camps or as students' needs change. Medication listed to be supplied by parent/guardians.
- All Controlled Schedule 8 medications; High Risk Medications (i.e. Intranasal Midazolam); Restricted Schedule 4 Medication (i.e. Insulin) or Polypharmacy (5 or more oral medications) Medication Agreements must also be signed by a Doctor or Pharmacist. Please request Medication Agreement form from relevant school nurse.
- It is the parent/guardian's responsibility to update as requirements change.
- With an approved Medication Agreement, education staff will administer medication for an individual student, for a specified time-period. This ensures that the medication is medically warranted.
- Medication must be provided to the Registered/Enrolled Nurse or School First Aider in its original container with clear administration instructions. A dosette will not be accepted.
- Over the counter medication will not be routinely given.
  - However, Torrens Park students can be provided with Paracetamol, Ibuprofen, Loratadine (Claratyne), Cetirizine (Zyrtec) or Fexofenadine (Telfast) if permission via the Operoo Medication Permissions eForm has been obtained from parent/guardian and if deemed as necessary by the Registered /Enrolled Nurse or relevant School First Aider if Nurse not available.
  - Mitcham Campus students can be provided with Paracetamol, Loratadine (Claratyne), Cetirizine (Zyrtec) or Fexofenadine (Telfast) if permission via the Operoo Medication Permissions eForm , **plus verbal consent** has been obtained by parent/guardian's and if deemed as necessary by the Registered /Enrolled Nurse or relevant School First Aider if Nurse not available.

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- Students are not to have medication stored in their bags or lockers. All medication must be stored in the Health Centre.
- Junior School students attending the YMCA Out of School Hours Care program will have their medication collected and signed out from the Junior Campus Health Centre and returned and signed back in before the commencement of the next school day.

### All Action plans

- Examples of Action Plans are those for Asthma and Anaphylaxis but are also inclusive of any care plans required as part of the health care needs of any student under the continuous care of a medical practitioner and, who require any medication to be administered during school hours or stored on site.
- Action Plans to be provided at the commencement of each school year, or upon diagnosis or change. Failure to provide this information may inhibit the provision of effective care to the student concerned.
- It is the parent/guardian's responsibility to provide all listed medication.

### Anaphylaxis

- It is the parent/guardian's responsibility to supply a current, completed Anaphylaxis/Allergy or any other Action Plan together with the listed in date medication for storage in the Health Centre.
- If an EpiPen is not provided.
  - The parent/guardian's will be contacted requesting that the EpiPen be supplied to the Health Centre.
  - If the EpiPen is not supplied within one month, an EpiPen will be purchased at full cost and charged to the student's disbursement account.
- It is the parent/guardian's responsibility to supply the EpiPen/Antihistamine for all after School Sports. The college does not supply the EpiPen/Antihistamine in these instances.
- It is the parent/guardian's responsibility to ensure the EpiPen/Antihistamine is taken on all excursions and camps. The college does not supply an EpiPen/Antihistamine on all excursions and camps.
- NOTE: Two EpiPens are required for all camps.
- If EpiPens are not supplied, they will be provided by the school at full cost and charged to student's disbursement account. In the event EpiPens cannot be supplied, the student will be excluded from camp.

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## Asthma

- It is the parent/guardian's responsibility to supply a current, completed Asthma Action Plan and updated as changes arise.
- Students deemed by their medical practitioner and family to be able to self-manage, may carry their own inhalers.
  - Mitcham Campus parent/guardians must provide a spare Salbutamol (Ventolin) & Spacer to be kept in the Health Centre. Year 6 students can store asthma medication in their bag as they transition to self-management by mutual agreement with parents and school nurse.
  - Torrens Park Campus: It is always a parent/guardian's responsibility to ensure that the student carries Salbutamol (Ventolin) & spacer with them.
- It is the parent/guardian's responsibility to supply Salbutamol (Ventolin) & Spacer for all after School Sports. NOTE: The college does not supply Salbutamol (Ventolin) & Spacer in these instances.
- It is the parent/guardian's responsibility to ensure Salbutamol (Ventolin) & Spacer is taken on all excursions and camps.
- If Salbutamol (Ventolin) and Spacer are supplied by the school, costs will be charged to the student's disbursement account.

## Medication on Camp

- A Medication Agreement for all other medication must be completed prior to Camp.
- All medication to be given on camp must comply with the following:
  - Current Medication Agreement.
  - ALL Medications are to be in date in original packaging with clear administration instructions.
  - Prescription Medication must have students name with clear Pharmacy instructions.
  - All listed medication plus relevant Action plans/Medication Agreements are to be handed to relevant staff member.
  - If a parent/guardian does not provide an up to date Medication Agreement, the Medication cannot be given to the student which may result in the student being excluded from camp.
  - In the event of an unforeseen illness and medication being required whilst student is on camp e.g. antibiotics, the parent/guardian will be contacted, and permission obtained.

## References

- Department of Education. Government of South Australia. Health support planning: Medication management in education and care. May 2020
- Department of Education. Government of South Australia. Medication Agreement.

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