King's Baptist Grammar School

POLICY ON MEDICAL RECORDS AND MEDICATION AT SCHOOL

Any child with a Medical Condition MUST supply the school with a Medical Action Plan from a Medical Practitioner.

Medication at School:-

- We request that a label stating child’s name, dosage and frequency be supplied by a Medical Practitioner or Pharmacist.
- Tablets and liquid medication must be given to Student Services for dispensing (only single day dosage to be supplied at a time)
- Inhalers may be used by students but teachers must be made aware that it is being used. If it is needed more often than normal, the teachers and Student Services need to be advised.
- Children taking ADD Medication on a regular basis are asked to leave it in Student Services and report daily for the required dosage.
- It is a Legal requirement that parental consent be obtained before administering any medication. Any medication dispensed will be recorded.
- Any changes AT ALL to the Medical needs or conditions MUST be advised immediately to Student Services so records can be amended.

No student is to be in possession of any medication apart from Asthma Inhalers.

Students are required to obtain permission from their teacher to go to the office with their diary, where staff will determine the appropriate course of action to take.

Teachers should be made aware of any student on medication – they should also be alerted if the medication may cause drowsiness.

Mr A Hamilton
Administrator