

PRESCRIBED MEDICATIONS AT SCHOOL POLICY

Parents/Carers of children who are prescribed daily medication or medication that is required to be taken during the school day must complete a Medication Request Form. All prescribed medications for students under 17 must be given to the school for the purpose of supervised administration.

Safe dispensing and secure storage are all important aspects of medication management at Carinya. It is with this regard, and as part of our duty of care, that all prescribed medication to be administered at school is provided in the form of a Webster-Pak. Webster-Paks are multi dose systems prepared by pharmacists to reduce the possibility of error and comply with medication management regulations.

Please only provide medication in the relevant sections from Monday to Friday. This means no medication should be included in the blisters for Saturday or Sunday. Your pharmacist will be able to omit these days.

Distributing medication via a Webster-Pak ensures that medication is safely sealed and secure within each blister compartment and distributed based on the prescribed dose and time. Webster-Paks are held in Sickbay and are counted each week, with two staff present, to ensure that your child's medication needs are met. Parents will be contacted when they are to provide additional medication. Should your child have a change to their medication then a new Webster-Pak will need to be provided to the school.

Students are required to go to sickbay at the times indicated on the Webster-Pak. If a student doesn't present to sickbay a message will be sent to remind them to come for their medication.

The medication is to be taken in the presence of a Sickbay Attendant.

The Sickbay Attendant is required to record the administration of the medication, dosage amount, student's name, date, time administered.

Students are not permitted to carry prescribed medication on their person or in their bags. Asthmatic, Diabetic and Anaphylactic students are allowed to carry medication on their person following discussions with the Sickbay Attendant and if reflected in their healthcare plan.

The school dispenses Paracetamol to a student ONLY when the parents have given permission. Parents and carers are reminded to include their authority to administer paracetamol to a student via the Parent Lounge. All medical details should be checked and updated via the Parent Lounge regularly.

Excursions

Prescribed medications that are required for multi-day excursions (more than one-night) should be provided, where possible, to the school in a Webster-Pak. If a Webster-Pak is not available for an excursion then the original box with the child's details and prescribed dose will be required.