

## Medication Policy

### Legality

The college is not compelled to administer medication to children. Restrictions are also placed on schools regarding the contents of first aid boxes. For example, no antiseptics or painkillers may be used or given.

### Ideally

Parents should perform the administration of medication. From time to time parents request that staff assist with this, and the college wishes to be helpful in this regard.

However, the following conditions must be met:

1. Parents should ensure that medication is clearly marked with the name of the child, the dosage and the times that the medication should be administered.
2. Parents should hand the medication directly to a member of staff, preferably to the college office. It is best if time is taken to speak with the designated first aid representative or the relevant form tutor.
3. The attached consent form must be completed.
4. Should there be any change to the arrangement outlined below the parent must contact the college and clearly outline the necessary detail.

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## Medication Consent Form

I request that my child \_\_\_\_\_ be given the following medication:

Name of medication	Ad. Time	Dosage
_____	_____	_____
_____	_____	_____

Nature of the condition:

Signed: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

Contact Details (1):

Name:

Telephone: (H)

(W)

Contact Details (2):

Name:

Telephone: (H)

(W)