



# Medication Permission and Record Individual Student



**Any medicines that need to be taken during the College day must be handed into the College Office in their original packaging clearly marked with the child's name, the type of medicine and the dosage instructions.**

## Student Information

Name of Student:

Date Medication Provided by Parent:

Tutor Group:

Name of Medication:

Any other information:

Dose and method (how much and when taken):

When it is taken (what time of day)

Quantity received:

Expiry date:

Date and quantity of medication returned to Parent:

Staff Signature:

Parents Signature:

Print Name:

Print Name:

Parent Contact Number:

## Parents and Carers

Keep the College informed about any changes to your child's health.

Update Christ's College as and when there is a change such as; a change with the medical condition or health needs, update parental contact details, changes become necessary to the HCP or there is something else which is key to supporting your child with a medical condition(s). Complete a Parental Agreement form for the College to administer medicine.

Ensure that your child does not carry any medication in their possession except if your child is prescribed lifesaving emergency medicine such as AA adrenaline pens, Asthma medications, Diabetic medication or equipment.

Complete the set specialist consent form to confirm that your child might require emergency treatment whilst at College if your child is diagnosed with a severe allergy and is prescribed an Auto Immune Injector Pen (AAi).

Complete an asthma inhaler consent form if your child is a diagnosed asthmatic and requires an emergency inhaler whilst at College.

Bring the medication into College in the original packaging.

Provide the College with the medication your child requires and keeping it up to date.

Collecting any leftover medicine at the end of the year or prescribed course.

Explaining the medication with your child beforehand and checking that your child knows what to do in case of a medical emergency.

Where necessary complete a Healthcare Plan (HCP) for your child in collaboration with yourself, your child and health professionals.

### Medicines **MUST** be:

- **Named**
- **Labelled**
- **In-date**
- **Provided in the original container.**

(except in the case of insulin which may come in a pen or pump) with dosage instructions.

Records will be kept of any medication handed to the Main Office. This must be named. A receipt will be given by the Office staff to the person handing in the medication.

Records will also be kept of any medication administered to your child

- Medicines which do not meet these criteria will not be administered.
- Controlled medication may only be taken on College premises by the child to whom they have been prescribed.
- Students with life-threatening conditions are allowed to carry their prescribed emergency medication and **must** take responsibility for looking after it.
- Spare emergency medication will be stored in the Main Office.