

ADMINISTRATION OF MEDICATION

Medication includes any drug, mixture, prescription etc. used to alleviate symptoms. Paracetamol, aspirin, cough mixture, asthma preparations/inhalers are all medications for the purpose of the policy requirement.

All medication must:

1. Have written authorisation (e.g. prescription, letter on letterhead) from the child's treating doctor
2. Be in its original container
3. Have time/frequency/dosage/method instructions provided by the child's treating doctor (e.g. on the prescription)
4. Have a current use by date

Before medication can be administered by a staff member the following forms must be received:

- Authorisation to administer medication form (signed by parent at drop off time)
OR
- Health Care Plan (provided by the child's treating doctor)