



St Peter's Primary School  
103 Wood Street, Inglewood

POLICY: MEDICATION (including Asthma)

POLICY AREA:

FIRST RELEASED:

REVIEW DATE:

## ADMINISTRATION

Assistance for students requiring medication at school will depend on the following:

- Ability of staff to meet the needs of the students.
- The contribution toward care by students (self-administration), parents, teachers, other staff and community nurses.
- No medication will be permitted without permission from parents or guardians.
- Parents are responsible for ensuring all medical records are kept up to date and notify the school immediately of any changes in relation to their child's health.
- All medication must be administered via the St Peter's School Office.
- A Student Medical Request/ Record form must be completed if a child is to receive medication during school hours.
- Students who are able to self-administer medication must still follow these procedures.
- All medication must be stored in locked cabinet within the First Aid Room.
- Medication must be appropriately packaged and labeled indicating name, dosage and frequency.

## EMERGENCY TREATMENT

In the event of being unable to contact parents, staff may:

- administer First Aid
- seek medical practitioner advice
- call an ambulance

## MANAGEMENT OF ASTHMA

- St Peter's is an Asthma Friendly School (accredited).
- It is the responsibility of parents to ensure that St Peter's has knowledge of all children with asthma and that the school has a current Medical Action Plan for students.
- Students are responsible for bringing and storing their own asthma medication. Students must carry this medication on their person if leaving the school grounds (some students may require to carry this medication on them at all times, ie to sport)
- St Peter's has emergency Relievers and Spacers stored in the First Aid Room.
- It is the responsibility of parents to ensure that students are aware of triggers, symptoms and their personal action plan in the event of an emergency.
- Although staff are trained to assist students, the education and self-management of asthma is ultimately the individual student's responsibility.

## REFERENCE AND RELATED DOCUMENTS

St Peter's School – Student Medication Request/Record  
St Peter's School – Student Asthma Record and Letter