

**FARM COVE INTERMEDIATE  
ADMINISTRATION OF PRESCRIBED MEDICATION  
POLICY – NAG 5**

**Refer MoE Circular 1997/29**

**RATIONALE**

The Board of Trustees recognises that it may be appropriate for prescribed medication to be administered to students by staff during school hours (Refer Education Act 1989 and Human Rights Act 1993).

**GUIDELINES**

Students have a right to receive prescribed medication during school hours if this enables them to access education.

Unless agreed to within their job description staff members have the right to choose whether or not to take the responsibility for administering prescribed medication to a student.

The Board will, at all times, act in a manner which maintains a safe physical and emotional environment.

Prescribed medication will only be administered with a written request by the legal parent/guardian/caregiver and supported by written documentation by the family's designated medical practitioner.

All documentation relating to the Administration of Prescribed Medication will be retained by the school.

Prescribed medication will be administered only according to instructions given by parents or medical practitioner.

The school will follow suggested guidelines as circulated by MoE Circular 1997/29.

APPROVED BoT:

Principal:

DATE REVIEWED: 2016  
REVIEW DATE: 2017