

# MATTHEW GIBNEY CATHOLIC PRIMARY SCHOOL

## STUDENT MEDICATION REQUEST/RECORD

Where possible student medication should be administered by the student or be administered by the parent/guardian at home in times other than school hours. As this is not possible in all instances, the Principal approves that school staff administer prescribed medication to students, as long as the following requirements are being met.

The doctor prescribing the medication is to be aware that school staff will administer or supervise the administering of medication to students. The doctor is to provide any additional information to staff regarding special requirements that may exist for the administration of the medication.

Prescribed student medication is to be presented to the class teacher and should be stored in a container clearly showing the name of the student, the name of the medication, the dosage and frequency.

### STAFF ADMINISTRATION OF MEDICATION

I \_\_\_\_\_ being the parent/guardian of

student \_\_\_\_\_ (name) Year \_\_\_\_\_

**request that Matthew Gibney Catholic Primary School Staff administer the following medication:**

Name of medication:

\_\_\_\_\_

as prescribed by Dr.

\_\_\_\_\_

Dosage:

\_\_\_\_\_

Time to be taken:

\_\_\_\_\_

Comments:

\_\_\_\_\_

—

\_\_\_\_\_

—

\_\_\_\_\_

—

\_\_\_\_\_  
(Signature of Parent/Guardian)

Date: \_\_\_\_\_

**Note: Any additional information should be attached.**

*Medication to be kept in a locked cupboard*

[medireq.doc]