STUDENT MEDICATION/TREATMENT PROTOCOL

INTRODUCTION:

As a general rule staff should be guided by the relevant section in the ‘Schools of the Future Reference Guide’ provided by DEET and memos which are issued from time to time by DEET and/or the school administration.

Refer: Section 4.5 School of the Future reference Guide

4.5.1 First Aid
   4.5.1.1 First aid training
   4.5.1.2 First aid duties
   4.5.1.3 First aid organisation
   4.5.1.4 First aid cabinets/kits
   4.5.1.5 First aid treatment
4.5.2 Students and medication
   4.5.2.1 Oral medication
   4.5.2.2 Analgesic use
   4.5.2.3 Other medication
4.5.3 Students with epilepsy
   4.5.3.1 First aid for tonic clonic seizures
   4.5.3.2 First aid for other seizures
4.5.4 Students with thalassaemia
4.5.5 Students with haemophilia
4.5.6 Students with diabetes
4.5.7 Students with asthma
   4.5.7.1 Asthma awareness
   4.5.7.2 Asthma medication
   4.5.7.3 Asthma medication delivery devices
   4.5.7.4 Cleaning of delivery devices
   4.5.7.5 Asthma management plan
   4.5.7.6 Supplementary first aid supplies
   4.5.7.7 Exercise induced asthma
   4.5.7.8 Emergency treatment of an asthma attack
   4.5.7.9 What if it is the first attack of asthma
4.5.8 Infectious diseases
   4.5.8.1 Exclusions from school
   4.5.8.2 Head lice (pediculosis) control
   4.5.8.3 Scabies
   4.5.8.4 Rubella
4.5.9 AIDS/HIV
   4.5.9.1 Prevention education
   4.5.9.2 Privacy/notification requirements
   4.5.9.3 Students with open wounds
   4.5.9.4 Avoiding body fluid contact
   4.5.9.5 Confidentiality for students
   4.5.9.6 Protection from discrimination
4.5.9.7 Access to education during absences
4.5.9.8 Hygiene and first aid in schools
4.5.9.9 Blood spills
4.5.9.10 Discarded needles/syringes – safe disposal
4.5.9.11 Needle stick injuries
4.5.10 Hepatitis
4.5.10.1 Types of hepatitis
4.5.10.2 Preventative measures
4.5.10.3 Immunisation for hep B
4.5.11 Sun protection

ANNUAL/LONG-TERM MEDICATION:

- Annually identify students who are taking regular medication during school hours and associated details relating to type/dosage/frequency etc.

- Parents will be informed of school requirements annually and medication authority forms updated. Staff to be provided with updated details.

- Students identified as requiring medication will be required to have a medication management plan collated by the designated officer that has been signed by the parent/guardian.

- Plans/authority will be maintained in a medication register in a locked cupboard in the first aid room and a copy attached to the student’s personal record in the classroom.

- All such medications will be kept in a locked cupboard in the first aid room (for asthma see Asthma Protocol).

- Medications will be administered by the school identifying designated officers who will be briefed on their role and responsibilities each year or in the case of a camp/excursion by the leader or designated officer.

SHORT TERM MEDICATION:

- In the case of short term medicine needs (eg. Antibiotics) a permission note is required from the parent/guardian prior to staff administering medication – this must be on the ‘Medication Authority Form”. This form of medication may be stored in the classroom at the classroom teacher’s discretion.

- Under no circumstances is medicine to be left in student bags/lockers.

NOTE: All children attending a school camp/overnight stay are required to complete a full medical information sheet.