

MEDICAL POLICY.

Your child's health and safety is of prime concern to us and it is essential that parents and teachers work together for the good of the child in this regard.

Medical Information:

It is important that the school is aware of any medical condition that may affect your child during the school day. This may include information on allergies, eyesight etc. Please fill in the relevant details in the Medical Information Form and Permission Slip if applicable. If your child has no health issues, please write 'NONE'.

In the case of a child becoming ill at school, parents/guardians will be contacted. You will be notified if your child has any fall involving a bang on the head. Please make sure you have included all contact details on the School Enrolment Form and on the Medical Information Form .

Infection in School:

Infections in school children are common. However, not all infectious diseases are contagious. In the case of contagious diseases (chicken pox, infective hepatitis, measles, mumps, rubella (german measles) scarlet fever, glandular fever, whooping cough, impetigo (school sores), ringworm (tinea), head lice and scabies) all parents/guardians will be informed. If you discover that your child has an infectious disease, please inform the school immediately, especially in the case of an illness which may affect other children. Please keep your child away from school until he/she is clear of infection and check with your GP to find out, when your child is fit to return to school.

First Aid:

From time to time minor incidents such as cuts and abrasions etc. will occur in school. The school staff will deal with these by washing the cut with water or antiseptic wipes (alcohol free) and if necessary applying a plaster. Parents are expected to check beneath the plaster when the child returns home from school.

Please complete the basic First Aid section on the Medical Information Form. **If for any reason you do not want school staff to treat these minor**

incidents as outlined above, please state this on the form. Should any incident occur, we will contact you if the child needs attention.

Administration of Medicines:

You are required to complete the form detailing any medical information that may affect your child at school. The Board of Management requires that parents inform their child's teacher in writing of any medical condition their child may have. It is the parent's/guardians responsibility to notify subsequent teachers. While the Board of Management has a duty to safeguard the health and safety of pupils when they are engaged in authorised school activities, this does not imply a duty upon teachers to personally undertake the administration of medicines.

Under normal circumstances, no oral medicine or tablets will be administered by school staff. This includes medicines which have been prescribed by your own doctor for your child. If your child is ill enough to require medicine while in school, please keep him/her at home until the treatment is completed.

Children are not permitted to keep medication in their own possession. Parents/guardians may think it appropriate on certain occasions for older children to bring medicines into school (e.g. Paracetamol). The class teacher must be informed in writing if your child is carrying medicine of any sort (including cough sweets, cold sore creams and other pharmaceuticals). The note should identify the medicine and give the child permission to administer it. However, the teacher will store the medicine for the duration of the school day. It is the responsibility of the child to remind the teacher when he/she needs the medication. The child should only carry the quantity needed for the school day. **Where children carry inhalers, they should be competent to self-administer.**

***Procedures for parents of children with long term illness requiring administration of medicine within school hours e.g. diabetes, severe allergies, etc.**

In the event of a child requiring taking medicines while in the care of the school, the following procedure will apply:

Parents will write to the Board of Management requesting permission for the administration of medicine during the school day and outlining the procedure involved. Where children are suffering from life threatening conditions, parents should outline clearly in writing what can and cannot

be done in a particular situation, with particular reference to what may be at risk to the child.

Written details must include the name of the child, the name and exact dosage of medication, whether the child should be responsible for his/her medication, the circumstances in which medication is to be given by the teacher, consent for it to be given, the name of the doctor to be contacted in emergency, when the parent/guardian is to be notified and where he/she can be contacted and signed by the parent(s)/guardian.

Two members of staff are needed to administer medicine. Staff members are not obliged to undertake these responsibilities and teachers should not administer prescribed medication without specific authorisation from the Board of Management. Should staff members agree to administer same, the parents/guardians are required to indemnify the Board of Management and School Staff in respect of any liability that may arise regarding the administration of prescribed medicines in the school. The Board will inform the school's insurers accordingly. In as far as possible children should self-administer. A written record of the date and time of the administration of medicine must be kept.

Where permission has been given by the Board of Management for the administration of medicine, the smallest possible dose should be brought to school by the parent and labelled with all the relevant details.

Parents/guardians are responsible for ensuring that adequate supplies of up-to-date medicines are available. The medicine will be kept out of reach of pupils in the school.

Changes in prescribed medication or dosage should be notified immediately to the school with clear written instructions of the new procedure to be followed.

Requests for the administration of medicine should be renewed at the beginning of each school year.

Emergency Procedure:

Where a child has an accident that requires medical attention parents will be contacted immediately. In the event that we fail to make contact with the parents or any of the people on our contact list, school staff will take the child to the nearest accessible medical centre. **Where a child has a serious accident, an ambulance will be called as well as contacting the parents immediately.** In the meantime school staff will administer the

recommended First Aid to the best of their knowledge and ability while awaiting medical help.

Reporting Accidents in the School:

Minor cuts and abrasions will be treated as outlined under 'First Aid'. It is recommended that parents check underneath plasters that their child may be wearing when they return home from school. Incidents of a more serious nature will be dealt with as outlined under 'Emergency Procedure'.

Detach here and return to Scoil Fhionnbarra:

The Scoil Fhionnbarra Medical Policy has been put together by the Board of Management, School Staff and the Parents Association and has been ratified by the Board of Management.

I/We the undersigned have read through the full Medical Policy and I/We agree with the contents of same.

Signature (1).....

Signature (2).....

Date.....