



NSW Department of Education
education.nsw.gov.au



Glen Innes High School

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Request for administering prescribed medication to the student

Note: if your child is to take more than one prescribed medication, please attach a separate request for each medication.

Name of student: Year:

Name of prescribed medication:

Prescribed for (name of medical condition):

Prescribed dosage:.....

What are you requesting the school to do?

.....
.....

Expiry date of the medication:

Note: if you can't provide this information now we will need to know the expiry date when the medication is given to the school.

Special storage requirements if any e.g. in refrigerator:

.....

Special instructions for administering the prescribed medication/s e.g. must be taken with food or with a glass of water:

.....

Through information you have obtained from your doctor or got yourself, are you aware of any likely side effects from the prescribed medication?

Yes No If Yes, please provide more information:

.....

If your child administers his or her own medication at home, do you request that he or she self-administers this medication at school?

Yes No

Note: the Principal needs to approve a decision for a student to self-administer.

If yes, please describe what support your child needs to administer the medication in a non-emergency situation at school. You may like to include information about how you support your child at home to administer their medication.

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Note: your child's prescribed medication must be provided to the school in its original pharmacy packaging clearly labelled with their name.

Secure delivery of prescribed medication is important for the safety of your child as well as for the safety of other students in the school.

Please name the person who will carry the medication to school:

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Note: if you are unable to deliver the medication to school, it is advisable that you nominate a responsible person, who is not a school staff member, to transport the medication to the school.

For some medications and some students it can be appropriate for them to carry their own medication to and at school. For example, asthma reliever medication and pancreatic enzymes for cystic fibrosis. If your child is to carry their own medication we want to be able to support this and request some information so that we are well informed.

Note: The school may still need you to provide an additional supply of the medication for storage in central location/s within the school and for use if your child needs the school's help.

Would you like the Principal to consider a request for your child to carry their medication?

Yes No

Note: the Principal needs to approve a decision for a student to carry their own medication at school.

If yes, please describe where and how your child will carry this medication e.g. my child will carry it on their person in a medical pouch or bum bag.

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Parent/carer signature: Date:.....