

Request to Administer prescribed medication to student

Name of Child:..... **Class:**

Parent / Carer Name:

Relationship to child:

Address:

Home phone: Mobile phone:

Medical practitioner contact

Name:

Phone:

Health/medical condition:

Could your child experience an emergency reaction in relation to this condition?

☐

No

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Yes

Name of prescribed medication:

Prescribed for (name of medical condition):

Prescribed dosage:

What are you requesting the school to do?:

Special storage requirements if any eg in refrigerator:

Special instructions for administering the prescribed medication/s eg must be taken with food or with a water (to be supplied by parent / child):

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

☐

No

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Yes, Please provide more information:

Name of person who will carry the medication to school:

Parent or carer signature: Date:

Privacy notice

The information requested on the form is essential for assisting the school to plan for the support of your child's health needs. It will be used by the NSW Department of Education and Training for the development of arrangements with you to support your child's health needs. Provision of this information is voluntary. If you do not provide all or any of this information, the school's capacity to support your child's health needs could be impaired. This information will be stored securely. You may correct any personal information provided at any time by contacting the Principal.

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Office Use Only

- ☐ If the medication is a liquid advise parent to send in a syringe in a zip lock bag. We will administer and send the empty syringe home each day.
- ☐ Tell the parent we will administer each day it comes in. Ask them to let us know when the medication is finished so we don't chase the child unnecessarily.
- ☐ Notify class teacher to advise of medication
- ☐ Add to medication schedule in ebs
- ☐ File form in Student Record Card

