

## **MEDICATION MANAGEMENT POLICY**

The medication should be limited to those required during the school hours, which are necessary to maintain the student in the school and those needed in the event of emergency.

The school will follow the DHA's standard school medication policy.

The school will protect student's privacy and confidentiality.

All medication to be administered in the school should have written doctor's prescription with student's name, date and doctor's sign and stamp on the prescription. The prescription should be from a doctor licensed in UAE.

It is parent's responsibility to provide the prescription, written consent and the medicines.

Medication is administered to the student only if there is a written consent from the parents.

The medication to be administered should be accompanied by written advice providing direction for appropriate storage and administration.

Medication should be in the original bottle and container, clearly labeled with the name of the students, dosage and time to be administered and within its expiry dates.

The effectiveness and safety of the medicine is parent's responsibility, if the medicine bottle is already opened, when endorsed.

The date of opening the medication should be clearly mentioned on the medicine bottle.

Oral medications can be used for one month, after opening

Topical ointment can be used for three months after opening

It is vital that you inform us of any medication you may have given your child before they arrive into our care. We need to know what medicine they have had, the dose and time given.

We will ensure that all medication given to us will be stored correctly and we will check that it is still within its expiry date.

If your child has acute allergies and carries/needs an EpiPen or your child takes regular medication, same should be discussed with us. We may need additional training to administer these forms of medication before we can look after your child.

In some cases a child on antibiotics may be asked not to attend for 2-3 days in case they react to the medication and to prevent the spread of an infection to others, we need to follow the recommended periods, for which children should be kept away from school or nursery.

We will record the course of medication along with the date and time each dose was administered to your child in the health file.