

# GIRRAWEEEN PRIMARY SCHOOL

## STUDENT MEDICATION REQUEST

**Where possible student medication should be administered by parents, at home, at times other than during school hours. If the Principal of the school is to approve an officer administering or supervising the administration of medication to a student the following requirements must be met.**

1. The doctor prescribing the drug **must** be aware that the school will supervise or carry out administration. It is desirable that the doctor provide Medical instructions to the supervising officer. This is a mandatory requirement if the officer will carry out the drug administration. The Principal will consult with the relevant Superintendent before the school commences administration of the medication.
2. Drugs for administration should be delivered to the school into the care of the designated officer, who will prepare a Student Medication Record and store the drugs in a locked cupboard. All drugs should be contained in original packaging and be in a container showing, the name of the patient and the appropriate dose and frequency.  
Unlabelled drugs **will not** be administered.

I, ....., parent/guardian of  
student ....., request that Girraween Primary School  
Administer the following drugs to my child, as prescribed by Dr. ....  
for the purpose of treating.....

**All medication must be in a zip lock bag with a name**

NAME OF DRUG: .....

DOSEAGE: .....

TIME TO BE GIVEN: .....

..... Date: .....

(Signature Parent/Guardian)

**PLEASE TEAR THIS SECTION OFF AND GIVE TO YOUR CHILDS CLASSROOM  
TEACHER**

NAME;.....

DATE;.....

MEDICATION;.....

TIME;.....