



TOGETHER WE CAN ACHIEVE GREAT THINGS

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Information for Parents/Guardians of all children attending St Anne's School on Medication/Illness Policy

- The family doctor must sign the Medication Record Chart (Kardex) stating **all** current medications (including as necessary medications such as Calpol, Neurofen, Paralink and any prescribed ointments), the dosage and the time of administration.
- Regardless of whether your child is on medication or not the Medication Record Chart **must be** returned to the school.
- Even though some medications may not have to be administered during School hours, we need to know the above information in the event of an emergency occurring and your child being taken to hospital.
- Ensure all medications sent into school are in **original**, labelled boxes/containers with dosage and times of administration clearly marked (your local pharmacist will assist you in this).

Please Note – When your child is on an antibiotic it is necessary to keep him/her at home for the first **48 hours** that they are on the medication, as during this stage they may still be infectious.

- If, on returning to school after this period, your child is still on an antibiotic and it is necessary to administer this in school, a prescription will be required. Please request same from your Doctor.
- The school must be notified of any changes in your Child's medication immediately. If there are any changes a new prescription is to be sent to

the school. A signed note from parents/guardians regarding current or future changes will not be accepted. **It is the parent's responsibility to ensure the school receives this information.**

- Only current prescribed **MEDICATIONS** will be administered.
- Only current prescribed **supplements/PEG feeds** will be administered.
- Please note Parents/Guardians are obliged to declare their child's medical condition and current medications to gain entry to the school. Failure to do so may put your child's placement in the school at risk.

In line with policy guidelines, nursing staff will be unable to administer medication unless the above requirements are adhered to.

N.B Medication Record Charts are updated annually for every pupil.

If your child is ill i.e.

- Has a temperature of 99 degrees F 37.5 degrees C or above
- Complaining of discomfort i.e sore throat, earache, tummy upset/diarrhoea etc, or is obviously off form prior to leaving home, **PLEASE DO NOT SEND THEM TO SCHOOL.**
- In the event of your child becoming ill during school hours you will be contacted and required to take him/her home. Please note that it is the parent's responsibility to provide transport.
- It is important that parents acknowledge that the school does not have the staff or resources to support a child who is unwell. It also impacts the smooth running of his/her class and the education programmes of the other pupils.
- If a child vomits or experiences diarrhoea in school they must go home immediately and must not return to school for at least 48 hours.
- Parents of pupils returning to school after a long absence due to sickness/surgery must contact the principal prior to returning. This is necessary to share any medical updates.

Children returning to school after Surgery or long term illness

Sometimes as a result of illness or surgery your child's needs may change for a short period of time or indefinitely. It is important that your child is supported to make this transition back to school in a safe, positive manner and as soon as advisable. To do this the school needs to be informed and it is important that parents/guardians adhere to the following:

- In the event of your child having surgery, please contact the principal as soon as you know the date of possible return and at least a week prior to your child returning to school so that we can prepare in advance.
- Your child's consultant or GP must provide a certificate to state that your child is ready to resume school.
- As far as possible your child's consultant or GP should provide the school with a report outlining the procedure carried out. You may also be asked to give permission for the school nurse to contact the consultant/GP to obtain additional information.
- It may be that the child's support team/external agencies are already involved or have become involved as a result of the procedure carried out. It is important that as part of their involvement they liaise with the school prior to your child returning to school to:
 - a) Explain any changes to existing programmes.
 - b) Detail any additional supports/resources that may be required.
 - c) This promotes collaboration with the Children's Disability Network Teams (CDNT) if supporting your child.

It is important to note that the school will act immediately on any recommendations given for these, however, may have to wait for supports/resources to be sanctioned or acquired. Delays in receiving this information or delays in acquiring specific resources may delay your child's return to school.

Your child will more than likely be returning to the classroom they were in prior to the absence, this class may not have all the resources necessary to meet his/her needs in the short term. It is important that the CDNT/external agencies are aware of this and support the school accordingly as outlined above.

Signed: _____

Chairperson of Board of Management

Signed: _____

Principal/Secretary to the Board of Management

Date: _____

Date: _____