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Important Note: The school has adopted Distance Learning Programme (DLP) and Blended Learning Programme (BLP) for the Academic Year 2021-22. This policy is designed for a regular school set-up and will also be integrated during the DLP/BLP.

POLICY ON MEDICATION MANAGEMENT

Purpose

- To aid the body to overcome an illness
- To relieve the symptom of illness
- To promote health and prevent disease
- To aid in diagnosis

Audience Targeted

The school doctor/nurse.

Procedure

- Medications should be limited to those required during school hours, which are necessary to maintain for the student in school and are needed in the event of an emergency.
- Protect student privacy and confidentiality to avoid any stigmatization.
- All medication to be administered by written advice providing directions for appropriate storage and administration.
- Medicines should be administered within the expiry date.
- A written order for prescription of medications shall be obtained from the student's physician.
- The school nurse must ensure the medication is given to the right student, right dose, right route, right time, right medicine and right method.
- A student file should be updated for medicine administered.
- Teachers in charge of students at the time of their medication shall release the student from class to obtain their medication.
- Students should be evaluated on an individual basis regarding the need to carry emergency medication. A written statement signed by the student's physician and parent or guardian verifying the necessity and student's ability to self-administer his/her medication appropriately should be on file in the clinic.

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