



Collingwood Medication Administration Policy

1.0 POLICY STATEMENT

- 1.1 Collingwood School believes that students who require medication during school hours should receive appropriate care and support at school.
- 1.2 The primary responsibility for the administration of medication to students is the parent(s)/guardian(s). Most medications can usually be given outside of school hours.
- 1.3 The nurses of the Collingwood Health Centre are happy to assist students who need to take their prescribed medication during school hours and to administer OTC medications as per specific provincial/CRNBC/CLPNBC guidelines.

2.0 SCOPE

This policy applies to students and their families, Collingwood faculty and staff and the nurses of the Collingwood Health Centre.

3.0 PURPOSE

- To provide Collingwood School Health Centre staff, Collingwood faculty, parents and students with guidelines for the administration of physician prescribed medication and OTC medication
- To put procedures in place that minimizes the risk for these students, the faculty and the nurses of the Collingwood Health Centre.

4.0 GUIDING PRINCIPLES

- 4.1 Administration of medication to students by the nurses of the Collingwood Health Centre will be in accordance with the following acts and policies:
 - 4.1.1 BC Infant's Act guidelines
 - 4.1.2 CRNBC Registered Nurses Regulation – Medication Administration standard of practice
 - 4.1.3 CLPNBC Licensed Practical Nurses – Medication Administration standard of practice
- 4.2 The Collingwood School nurse is not obligated to administer any substance for which he or she has no training, familiarity or comfort with.
- 4.3 The Collingwood School nurse will try to speak with a parent or guardian before administering OTC medication. The Collingwood School nurse will, however, use his or her discretion (i.e. if a child has a very high fever and we are unable to get hold of a parent or guardian).
- 4.4 OTC medication will be administered to older students (grade 6 and above) without parental consent. If a family does not want their child to receive any medication at school they must let the Health Centre staff know in writing.