

Inclusive Education

From

Guide: [Allergies and learning](#)

Strategy: [Develop and implement health and safety policies and procedures](#)

Suggestion: [Review medication policies and procedures regarding access and storage](#)

Date

08 August 2025

Link

[inclusive.tki.org.nz/guides/allergies-and-learning/review-medication-policies-and-procedures-regarding-access-and-storage](https://inclusive.tki.org.nz/guides/allergies-and-learning/review-medication-policies-and-procedures-regarding-access-and-storage)

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## ECE policies and procedures

Review your policies and procedures to align with the **HS28 Medicine administration**.

Your policy should include:

- the name/s of who has authority to give medication
- where medication will be safely stored and easily accessed by an adult when needed
- a system for gaining written authority from parents
- a system for recording medication stored and dosage to be given
  - name of child and the amount of medicine to be given
- a review time for checking that stored medication has not expired.

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