

School policies and procedures

Provide quick and safe access to allergy medications.

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 student and the amount of medicine to be given
- a review time for checking that stored medication has not expired.

Example of a school policy

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