



## Medication Administration Requirements

Dear Parents and Caregivers

The Department of Education has implemented updated procedures for the administration of medication within schools. To ensure compliance and the safety of all students, the following requirements apply:

- A **Consent to Administer Medication** form must be completed, signed, and returned to the school office for **each medication** that is:
  - Administered on a daily basis
  - Stored at school for administration on an “as needed” basis.

This requirement applies to all medications, including but not limited to:

- Asthma inhalers
- EpiPens
- Antihistamines
- Allergy creams

If your child requires multiple medications, a separate consent form must be completed for each item.

We have enclosed the relevant forms for your convenience. Please complete, sign, and return them to the office **as soon as possible**.

Additionally, if your child has **Allergies, Asthma, or is at risk of Anaphylaxis**, please ensure that the most recent **Action Plan** is provided with the forms.

For any questions or further assistance, please contact the school office on **3802 6333**.

Thank you for your cooperation in supporting the health and safety of our students.

### Please supply.



Updated Asthma Action Plan & Consent to Administer Medication



Updated Anaphylaxis Action Plan & Consent to Administer Medication



Updated Allergy Plan & Consent to Administer Medication



In-date asthma puffer with pharmacy label



In-date medication - antihistamines (liquid/tablet)/creams/roll on – with pharmacy label



NO additional paperwork. Please return the **Consent to Administer Medication & attached Record of Medication Administration sheet.**