



Health and Safety of Students at School

At Palm Beach Currumbin State High, we are committed to providing a safe and supportive learning environment for students, staff and volunteers. This commitment includes the health and safety of staff and students when conducting curriculum activities in the school or in other locations. Occasionally, it is a requirement that medication be administered or that first aid is rendered.

Management of Health Conditions

Parents and carers are expected to undertake the following in relation to the management of health conditions such as anaphylaxis, epilepsy or diabetes and/or prescription medication:

1. Provide a current Medical Plan, completed by a medical practitioner.
2. Update Medical Plan annually and provide to the school.

Over the Counter Medication

In relation to [over the counter medication](#), the following procedures must be followed:

1. Provide a written request to the school to administer the prescribed medication or to assist in the management of a health condition; (*refer to forms on page 3 and 4*)
2. Provide the medication in the original, labelled container to the nominated staff member
3. Ensure the medication is not out of date and has an original pharmacy label with the students name, dosage and time to be taken
4. Advise the school (in writing) and collect the medication when it is no longer required.

PBC cannot administer over-the-counter medications, including analgesics, homeopathic or prescribed medications, unless met by the guidelines stated above.

Exceptions to this requirement include a 'reliever puffer', such as Ventolin, which must be included in separate guidelines for the treatment of asthma.

Please note the school does not keep a supply of painkillers (Panadol or other medication) for student use.

Self-administration

Self-administration may apply to students who are assessed by their medical practitioner, Parents/Carers and the Executive Principal, as capable of administering their own medication while participating in school activities.

This assessment must establish that students are approved to carry their own medication, can demonstrate practices of secure storage of medication that may be potentially harmful to other students, and will safely dispose of injecting equipment.

The procedure for seeking approval for [self-administration of medication](#) is as follows:

1. Parents/guardians are to provide a written request, with guidelines and procedures, for the student to be responsible for administering their own medication; (*refer to forms on page 3 and 4*)
2. The Executive Principal must determine if the student is capable of assuming responsibility.

3. The student and the school must agree on where medication will be stored, as well as where and how it will be administered.

Sick Bay

It is in the best interest for your child to remain at home if they are unwell in the morning. However, should they become ill at school, they will be attended to by the first Aid Officer.

If a student feels unwell during class, they are **not permitted** to **contact** their parent/guardian directly (via a mobile telephone) OR leave the school without permission as the school has a duty of care to address the student's condition in the first instance. They are to report to their teacher, who will send them to Sick Bay.

Once reported to Sick Bay, the First Aid Officer will assess whether the student needs to rest before returning to class, or as a matter of urgency, will contact the parent/guardian.

To ensure Parent/Carer can be contacted as soon as possible, it is vitally important that student's contact details are up to date and that Parent/Carer check their phone for voice messages. Please contact the school soon as possible to provide any new phone numbers or change of address.