

## **Polasaí scoile ar thabhairt amach leigheas**

Tá dualgas ar an mBord Bainistíochta sláinte agus sábháilteacht na ndaltaí a chosaint nuair atá siad i mbun imeachtaí ceadaithe scoile. Mar sin féin ní chiallaíonn sé seo go bhfuil sé de dhualgas ar fhoireann na scoile go pearsanta leigheas a thabhairt amach.

Iarrann an Bord Bainistíochta ar thuismitheoirí/chaomhnóirí a chinntiú go gcuirfear an múinteoir ranga ar an eolas i scríbhinn má tá aon tinneas ar a bpáiste.

- Ní thabharfar amach aon chóir leighis nach bhfuil molta ná ní choinneofar a leithéid sa scoil.
- Ní thabharfar amach aon chóir leighis atá molta gan cead scríofa ó thuismitheoirí/chaomhnóirí agus údarás an Bhoird Bhainistíochta.
- Nuair is feidir, ba chóir don dochtúir clainne socrú a dhéanamh don leigheas a thabhairt amach taobh amuigh d'uaireanta scoile. Nuair atá cead tugtha ag an mBord Bainistíochta leigheas a thabhairt amach ba cheart don thuismitheoir/caomhnóir an méid is lú den leigheas a thabhairt chun na scoile.
- Níor cheart don chóir leighis a bheith i seilbh an dalta. Ba chóir é a choinneáil faoi ghlas i gcófra.
- Ba cheart cóir leighis áirithe (m.sh ionanáilaitheoir (inhaler) a bhíonn ag páiste a bhfuil plúchadh orthu) a bheith ar fáil go furasta i gcaitheamh an lae scoile.

- Nuair is féidir b'fhearr go dtógfadh an dalta é fhéin an chóir leighis faoi mhaoirseacht dhuine fásta a bhfuil údarás aige.
- Ba cheart cuntas scríofa a choinneáil den am agus den dáta ar tógadh an chóir leighis.
- Níor cheart do bhall foirne cóir leighis a thabhairt amach gan údarás cinnte ón mBord Bainistíochta.
- Níl sé d'iachall ar aon bhall foirne cóir leighis nó drugaí a thabhairt do dhalta.
- I gcás éigeandála gheofar cúnamh cáilithe leighis chomh luath agus is féidir.
- Beidh sonraí scríofa ó na tuismitheoirí/caomhnóirí ag teastáil ón mBord Bainistíochta:
  - a) Ainm an pháiste agus an rang
  - b) Ainm an leighis – cé mhéad spúnóg &rl
  - c) Ar cheart don pháiste féin a bheith freagrach as an gcóir leighis?
  - d) Cén uair ba cheart don Bhall foirne údaráithe an leigheas a thabhairt
  - e) Síniú tuismitheora/caomhnóra ag tabhairt a gcead
  - f) Cén uair ba cheart teagmháil a dhéanamh le tuismitheoir/caomhnóir?
  - g) Uimhir teagmhála teileafóin i gcás éigeandála
  - h) Slánú ó dhliteannas sínithe mar atá leagaithe amach thíos
- Ba cheart do thuismitheoirí/caomhnóirí iarratas nua a dhéanamh ag tús chuile scoilbhliana..

- 'Siad na tuismitheoirí/caomhnóirí ata freagrach as an gcóir leighis a chur ar fail agus é a bheith i ndáta, agus ba cheart dó a bheith scríofa go soiléir céard ba cheart/nár cheart a dhéanamh, ach go háirithe i gcás éigeandála, ag inseacht go díreach cén rud a d'fhéadfadh dochar a dhéanamh don pháiste.
- Sa chás go bhfuil socrú ann leigheas a thabhairt do pháiste, caithfidh na tuismitheoirí/caomhnóirí an Bord Bainistíochta (agus baill den fhoireann a bhfuil údarás acu) a shlánú ó aon fhreagracht nó dliteanas a d'fhéadfadh a bheith i gceist maidir leis an leigheas a thabhairt nó gan a thabhairt amach dá bpáiste sa scoil.
- Má tá aon athrú sa leigheas (nó an méid leighis atá le tabhairt) ba cheart an scoil a chur ar an eolas láithreach le treoracha scríofa ag míniú cén chaoi leis an leigheas a stóráil agus a thabhairt.
- Ba cheart do thuismitheoirí/chaomhnóirí na nósanna imeachta seo a thuiscint go soiléir sula gcuirtear aon iarratas chuig an mBord Bainistíochta.

## **School Policy on the Administration of Medicine**

The Board of Management has a responsibility to protect the health and safety of the pupils when they are engaged in school activities. This, however, does not place an onus on a personal basis for teachers in relation to the administration of medicine.

- The Board of Management asks that parents/guardians keep the class teacher informed in writing of any illness pertaining to their child.
- No un-approved medicines shall be stored or administered in the school.
- No approved medicines shall be administered without the prior permission of the parents/guardians and authorisation from the Board of Management.
- Where possible, the family doctor should make arrangements that would allow the administration of the medicine outside of school hours. If permission is given by the Board of Management to administer the medicine, then the only the smallest amount necessary to do this should be brought to the school by the parent/guardian.
- Medicines in general should not be in the possession of the pupil. They should be stored in a secure press.
- Particular medicines (e.g. inhalers for the treatment of asthma), should be readily available during the school day.
- When possible, it may be appropriate that the child himself takes the medicine, under the supervision of a suitably authorised adult.
- A written account should be kept of the time and date of the administration of the medicine.
- No member of staff should administer medicine without prior authorisation from the Board of Management.

- There is no obligation on individual members of staff to administer medicine of any kind to pupils.
- In the case of an emergency professional qualified help will be sought as soon as is possible.

The following written details from the parents/guardians will be required by the Board of Management:

- a) Child's name and class
  - b) Medicine to be administered – how many spoons etc.
  - c) Should the child himself be allowed to take the medicine?
  - d) When should the authorised staff member administer the medicine?
  - e) Signature of parent/guardian giving permission to administer the medicine.
  - f) When should the parent/guardian be contacted in relation to the administration of medicine to their child?
  - g) Provision of emergency contact telephone numbers.
  - h) A signed indemnity as outlined below
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- Parents/guardians should make a new application at the start of each school year.
  - The parents/guardians are responsible for the provision of all medicines and ensuring they are in date, and clear written instructions should be provided in relation to its administration, particularly in an emergency situation, setting out what actions might be detrimental to the child.
  - The Board of Management (and school staff members) must be indemnified from all responsibility or liability arising from the administration of or non-administration of any medical treatment in school.

- If there are any changes to the medicine (or the amount to be taken) the school should be made aware of this immediately with written directions as to how to store the medicine and the administration of same.
- Parents/guardians should thoroughly familiarise themselves with these procedures before submitting any request to the Board of Management.