



Health and Safety

for congregations

Administration of medications for children

When children are in our care and away from their parents they may require authorised medications or medications in an emergency (such as anaphylaxis or asthma). The following provides information for doing this effectively and safely. In most cases, medication will only be given when parents have requested it be administered. This may be when needed or scheduled.

Unless it is a medical emergency (such as asthma or anaphylaxis), the administration of prescribed medications should be provided when:

- The medication has been appropriately stored
- The medication is authorised in writing by a doctor and is in the original container with instructions on the back, such as temperature ranges
- Ensure the medication has not expired, has an original label and instructions that can be clearly read
- Is administered in accordance with any instructions on the label or from the doctor
- After the child's identity and the dosage of the medication is checked the medication is administered by the first aider

Administration of medication to a child during anaphylaxis or asthma emergency without authorisation:

- The child will be positively reassured, calmed and removed to a quiet area under direct supervision
- Ensure the person administering the medication is appropriately trained
- Contact the child's parent and emergency services as soon as possible
- Complete a first aid, hazard, incident and injury record found **here** as soon as possible after the incident.