

Policy Statement

Policy	Administration of Medication Policy	Department	Health
Reviewed	25th September 2019	Next Review	25th September 2020
Reviewed by	Tony Tayson	Approved by	Simon Wentworth
Date of Approval	15th August 2018	Locations & Dissemination	Website & Reception (abridged)

This policy was adopted on 15th August 2018

Key Contacts:

Position	Name	Contact Details
Designated Safeguarding Lead	Pedro Barros	+44 7366 255 929
Director & Deputy DSL	Simon Wentworth	01424 427 540
Director of Dev. & Compliance	Tony Tayson	+44 7852572694
Director of Football	Daryl Willard	01424 427 540
Safety Line (24/7) Emergency	Duty DSL	07936 431 288

Contents:

Brief	2
Introduction	2
Administration of Medication Protocol	2
Administration of Prescription Medication	3
Staff Training	3
Medical Consent Form	4

Brief:

This policy aims to outline the College's stance on the storage and administration of prescription and non-prescription medication. For emergency and routine medical care provision, read the First Aid Policy.

Introduction:

The College recognises its responsibilities towards student health and wellbeing. To that end, the College is responsible for facilitating medical care provision utilizing internal and publicly available resources. Each student is required to provide a medical consent form on arrival. This can be found in Annex A. On this form, parents must stipulate whether they give staff permission to act in any case of chronic or acute illness, emergency medical requirements and routine appointments. Parents must detail any allergies to environmental stimuli, food or medicines on the form, and give or withhold consent for over-the-counter medical to be given by qualified College staff. The College will endeavour to respect parental wishes regarding medical treatment and medication so long as it does not conflict with the student's right, if they are considered Gillick Competent.

Administration of Medication Protocol:

Students for whom the College does not hold a medical form, may not receive medical treatment beyond emergency first aid provision as deemed appropriate by the Director of Boarding & Welfare (DoBW). For the provision of emergency first aid to students, please read the First Aid Policy.

The following medication is specified on the Medical Consent Form in Annex A:

- Paracetamol
- Ibuprofen
- Cetirizine
- Cold & Flu remedies
- Dioralyte
- Loperamide
- Vicks Vapour Rub
- Olbas Oil and other herbal remedies for colds and flu

Approved staff may also administer any other over-the-counter medications not specifically refused by parents on the Medical Consent Form.

Non-prescription medication is only given in doses advised on the packet and potential side effects are observed. Staff cannot demand that a student takes any medication but may give advice based on their training and uses indicated on the medication.

Any medication given to students must be noted in the student's medical file. This is located in the Welfare office and is kept securely by the DSL.

Administration of Prescription Medication:

Staff at the College have a duty of care to all students. For students whose parents have completed and returned the Medical Consent Form, staff may act in loco parentis.

This includes:

- Making and escorting students to medical appointments if necessary
- The administration of prescription medication in keeping with advice from a doctor
- The removal of unauthorised prescription and non-prescription medication from student possession, where not stipulated in the Medical Consent Form.
- Making medical decisions on behalf of parents under emergency treatment requirements (every effort will be made to contact and inform parents when emergency medical care is deemed necessary. However, in keeping with our duty of care, staff may make decision on behalf of parents when the students is not deemed Gillick Competent or parental authorisation is required)
- Students may only possess prescription medical if it has been authorised by parents on the Medical Consent Form and they complete a Medication Administration Record form. Failure to complete these basic steps will result in confiscation of these medications.
- Further information regarding specific emergency medical care can be found in the First Aid Policy.

Staff Training:

All staff involved in the administration or storage of medication are trained to the appropriate standard. Records of this training are kept in staff HR files.

PLAY
PERFORM
SUCCEED
STARSFOOTBALL.CO.UK

Appendix A:

**Stars Football Academy
Medical Consent Form**

Student Name		D.O.B.	
Course		Nationality	
Home Address			
Name of Next of Kin		Relationship to student	
NoK Contact Number (s)		NoK Address	
Details of UK Doctor if registered	College staff will register your child with the College GP if not registered already		
Known Allergies and Medical Conditions			
Current Medications and Dosages			
Any other conditions or prohibited medications			
<p>I hereby give consent for nominated staff at Stars Football Academy to act in Loco Parentis regarding my child's medical care provision, with particular regard to the provision of medical care, first aid and emergency medical treatment as detailed in the Administration of Medication & First Aid Policies available online.</p>			
Signed <small>(if student under 18)</small>		Print Name	
Date		Relationship to student	

Please hand this form into the Welfare Office on arrival or email to:
 DSL@STARSFOOTBALL.CO.UK