

30 January, 2017

Dear Parent/Carer,

WCCS Health Care is a service provided by the school, staffed by registered nurses dedicated to monitoring school health and managing injuries and illness in the school environment.

Provided with this letter is the **WCCS Medication Authority - 2017 form**. Please complete and sign to give permission for your child to receive medication whilst at school for pain, fever or allergic reaction. A new Medication Authority form is required every new school year and one form is required per child.

Promptly return the completed and signed Medication Authority form to your child's class or PC teacher. Without this form, treatment for your child will be delayed as staff seek to gain parent/carer authorisation.

Please partner with the Health Care team to provide a safe and secure environment for all students:

Medication

No student is to carry medication in their pocket or school bag. Medication is to be handed to the nursing staff (at front reception or the clinic) before the school day begins. The medication will be stored securely and the student can take their medication in the clinic. Medication can be collected at the end of the school day to take home.

The exception to this rule are children with an asthma diagnosis. These students are to keep their asthma reliever inhaler and spacer in their school bag at all times. Before taking their medication, the student is required to advise the supervising teacher.

Daily Medication Request form

Nursing staff can support your child's treatment by administering daily medication. Medication may be given short term e.g. antibiotics, or long term e.g. medical condition management. Parent/Carer request for specific medication must be in writing with clear dosing instructions.

Please complete a *Daily Medication Request* form, available from front reception or download from the school website www.wccs.nsw.edu.au

Medication provided by Parent/Carer

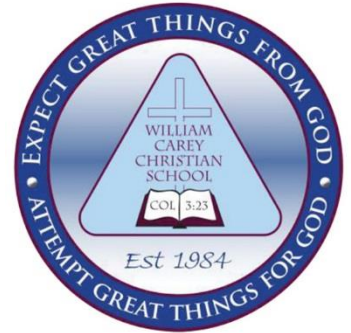
Medication must be provided in its original packaging, and must be within the expiry date. If a prescribed medication, the packaging must include the pharmacy label bearing your child's name. All medication is to be clearly labelled with the student's name. Please note that medication strips or loose tablets supplied out of original packaging cannot be given. Please consult nursing staff if advice is needed on how to supply medication.

Communicating with the Health Care team

We welcome your enquiries and encourage communication about your child's health needs.

- in person, via front reception
- by email, clinic@wccs.nsw.edu.au
- by phone, 9608 2277

Yours sincerely,
Mrs Anna Huynh
Senior School Nurse



WILLIAM CAREY
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