



# *Gaelscoil na Lochanna*

## **Polasaí Leigheas a thabhairt**

Is gá do thuismitheoir/chaomhnóir aon eolas sláinte faoin bpáiste a chur ar fhoirm nuair atá an páiste á chlárú sa scoil.

Iarann an Bord Bainistíochta ar thuismitheoirí/chaomhnóirí an máinteoir ranga a chur ar an eolas faoi aon tinneas atá ag an bpáiste.

Is faoin dtuismitheoir/chaomhnóir na múinteoirí ó bhliain go bliain a chur ar an eolas faoi seo.

Cé gur dhualgas é don bhord, aire a thabhairt do shláinte agus shabháilteacht pháistí ar scoil, ní hionann é seo agus a rá gur ar na múinteoirí a thiteann sé leigheas a thabhairt do pháistí.

De ghnáth, ní thabharfaidh aon mhúinteoir aon leigheas nó taibléid ó bhéal go páiste. San áireamh anseo, tá aon leigheas ar oideas ó dhochtúir.

Má tá páiste tinn go leor le bheith ag brath ar leigheas a ghlacadh, ní cheart iad a bheith ar scoil. Ní cheadaítear do pháistí leigheas a choimeád leo ar scoil.

Ó am go chéile, sna hardranganna, tá cásanna ann go measfar na tuistí/chaomhnóirí go bhfuil sé ceadaithe don pháiste leigheas a thabhairt isteach ar scoil (paracetamol). Sa chás seo, nó in aon chás go bhfuil leigheas d'aon chineál ag an bpáiste (milseáin casachta, uachtar beola, leigheas eile), caithfear an oide a chur ar an eolas i scríbhinn.

Sa litir, ba chóir ainm an leigheas a lua, agus treoireacha faoi úsáid an leigheas a bheith scríofa agus cead scríofa a bheith ann don pháiste an leigheas a thógáil (nó a chur orthu) iad féin.

Is faoin bpáiste é a chur i gcumhne don mhúinteoir an leigheas a ghlacadh.

Sa mhaidín, tabharfaidh an tuismitheoir an leigheas don mhúinteoir ranga le coinneáil don lá. Ní chóir go mbeadh níos mó leigheas ná mar atá ag teastáil don lá ag an bpáiste.

I gcás anáilóir, is ceart go meidh an páiste in ann é a úsáid iad féin.

**I gcásanna go bhfuil tinneas fad théarmach ag páiste agus gur ghá leigheas a ghlacadh go laethúil ar scoil,** (diaibéiteas, ailléirge) seo a leanas na treoir líntí:

Scríobhann tuistí/chaomhnóirí ag an mBord Bainistíochta ag lorg cead an leigheas a bheith tugtha ar scoil agus ag míniú na treoireacha.

Má tá aon tinneas atá bagrach don bheatha ann, ba chóir dóibh, treoireacha agus nósanna imeachta soiléire ar chásanna éigeandála a mhíniú agus go háirithe aon fhiontair don pháiste a mhíniú.

Ba cheart go mbeidh na sonraí seo ann: ainm an pháiste, ainm agus dáileogacht an leighis, ag rá cé atá ag tabhairt an leigheas, (an páiste nó oide) agus cead scríofa a bheith ann é a thabhairt, ainm dochtúra i gcás eigéandála, sonraí teagmhála tuismitheora/chaomhnóra agus síniú an tuiste/chaomhnóra.

Is gá beirt mhúinteoir a bheith ainmnithe chun leigheas atá cogas ordaithe a thabhairt (i.e. chun asláithreachtaí a chlúdach).

Níl de dhualgas ar mhúinteoir an fhreagracht seo a ghlacadh agus is gá cead an bhoird bainistíochta a fháil ar dtús. Má aontaíonn baill den fhoireann an fhreagracht seo a ghlacadh, is gá don tuiste/chaomhnóir litir a scríobh ag slánú an Bhoird Bainistíochta agus foireann na scoile le haghaidh aon damáiste.

Cuirfear an comhlacht árachas ar an eolas faoi seo.

Chomh fada agus is féidir, ba chóir do pháistí a leigheas féin a ghlacadh.

Is gá taifead a choimeád ar an dáta agus am a ghlactar an leigheas.

Nuair tá cead tugtha ag an mBord, leigheas a thabhairt, ba chóir an dáileogacht is lú a chur ag an scoil, ag tuiste más féidir, agus treoireacha scríofa leis, agus ainm an pháiste a scríobh freisin.

Is faoin tuismitheoir/chaomhnóir a chinntiú go bhfuil dóthan leigheas ceart ann.

Is cóir na leigheas a choinneáil lasmuigh de shroicheadh aon pháiste.

Má tá aon athruithe ar leigheas faoi chogas dochtúra nó sa dháileogacht, ba cheart é seo a chur i scríbhinn láithreach an an scoil lena treoireacha nua.

Ba cheart iarratais faoi tabhairt leighis a athnuachan gach bliain.



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## **Policy on Administering of Medicine**

Parents/Guardians are required to complete the form detailing any medical information that may affect your child while at school.

The Board of Management requires that parents inform their child's teacher in writing of any medical condition their child may have.

It is the parent's/guardian's responsibility to notify subsequent teachers.

While the Board of Management has a duty to safeguard the health and safety of pupils when they are engaged in authorised school activities this does not imply a duty upon teachers to personally undertake the administration of medicines.

Under normal circumstances\* no oral medicine or tablets will be administered by the staff. This includes medicines which have been prescribed by your own doctor for your child. If your child is ill enough to require medicine while in school, please keep him/her at home until the treatment is completed.

Children are not permitted to keep medication in their own possession. Parents/guardians may think it appropriate on certain occasions for older children to bring medicines into school (e.g. Paracetamol). The class teacher must be informed in writing if your child is carrying medicine of any sort (including cough sweets, cold-sore creams and other pharmaceuticals). The note should identify the medicine and give the child permission to self-administer it. However the teacher will store the medicine for the duration of the school day. It is the responsibility of the child to remind the teacher when he/she needs the medication. The child should only carry the quantity needed for the school day. Where children carry inhalers, they should be competent to self-administer.

***\*Procedure for parents of children with long term illness requiring administration of medicine within school hours e.g. diabetes, severe allergies.***

In the event of a child requiring taking medicines while in the care of the school, the following procedures will apply;

Parents write to the Board of Management requesting permission for the administration of medicine during the school day, and outlining the procedure involved.

Where children are suffering from life threatening conditions, parents should outline clearly, in writing, what can and can not be done in a particular emergency situation, with particular reference to what may be a risk to the child.

Written details should include the name of the child, name and exact dosage of medication, whether the child should be responsible for his/her medication, the circumstances in which medication is to be given by the teacher and consent for it to be given, name of doctor to be contacted in emergency, when the parent/guardian is to be notified and where he/she can be contacted, parent/ guardians signature.

Two members of staff are needed in order to administer medicine (in the case of absence). Staffs are not obliged to undertake these responsibilities and teachers should not administer prescribed medication without specific authorisation of the Board. Should staff agree to administer same, the parents/guardians are required to indemnify the Board of Management and authorised members of staff in respect of any liability that may arise regarding the administration of prescribed medicines in the school. The Board will inform the school's insurers accordingly.

In as far as possible children should self-administer. A written record of the date and time of administration must be kept.

Where permission has been given by the Board of Management for the administration of medicine, the smallest possible dose should be brought to school, preferably by the parent, with clear written instructions for administration, giving the name of the pupil.

Parents/guardians are responsible for ensuring that adequate supplies of up-to-date medicines are available. The medicines will be kept out of reach of pupils in the school.

Changes in prescribed medication (or dosage) should be notified immediately to the school with clear written instructions of the procedure to be followed in storing and administering the new medication.

Request for administration of medication should be renewed at the beginning of each school year.