<table>
<thead>
<tr>
<th>Policy Name</th>
<th>Medication Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Related Policies and Legislation</td>
<td>Duty of Care Policy, Health &amp; Medical Records Procedure, Risk Management, First Aid Policy</td>
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<tr>
<td>Policy Category</td>
<td>Student Wellbeing &amp; Safety</td>
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<tr>
<td>Relevant Audience</td>
<td>All Treetops Community</td>
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<tr>
<td>Date of Issue / Last Revision</td>
<td>02 June 2011&lt;br&gt;19 May 2015 – Re-Formatted</td>
</tr>
<tr>
<td>Date Set for Review</td>
<td>June 2016</td>
</tr>
<tr>
<td>Person/s Responsible for Review</td>
<td>Treetops Administration</td>
</tr>
</tbody>
</table>

**Medication Policy**

If the need to administer medication at school arises an arrangement must be made between Parent and Teacher and written instructions and a signed consent form must be provided with the medication. (See Medication Permission form).

All Medication must be kept out of reach of children.

All Medication must be stored as per the instructions on the container.