

Polasaí um Riaradh Cógais Leighis

Cruthaíodh an polasaí seo de réir treoirínite a d'eisigh Boird Bainistíochta na mBunscoileanna agus Cumann Múinteoirí Éireann.

Tá sé de dhualgas ar an mBord Bainistíochta sláinte agus slándáil na ndaltaí a chaomhnú le linn dóibh a bheith ag freastal ar ghníomhaíochtaí údaraithe scoile. Ní hionann sin agus a rá, áfach, go bhfuil dualgas ar mhúinteoirí cógais leighis a dháileadh ar dhalta go pearsanta.

Iarrann Bord Bainistíochta Ghaelscoil Lios na nÓg ar thuismitheoirí a chinntiú go bhfuil na baill foirne ar an eolas, i scríbhinn, i dtaobh aon bhreiteachta atá ar a bpáiste. Ba cheart an t-eolas seo a chur ar fáil le linn chlárú an pháiste, nó nuair a thagann breiteacht ar pháiste níos déanaí.

Ciallaíonn cógais leighis sa pholasaí seo, leigheasra, peallairí nó steallaire (sprae) béil.

Ábhar an Pholasaí

Modh oibre do thuismitheoirí go dteastaíonn uathu go ndáilfí cógais leighis ar a bpáistí.

1. Ba cheart do thuismitheoirí scríobh go dtí an Bord Bainistíochta ag thabhairt údaráis do bhall foirne na cógais leighis a dháileadh ar pháiste, nó súil a choimeád nuair a bheidh an páiste féin ag tógaint na gcógas.
2. Beidh ar thuismitheoirí treoir a thabhairt i scríbhinn maidir le modhanna dáilithe agus stórála an leigheasra.
3. Tá na thuismitheoirí freagrach as a chinntiú go dtabharfar an leigheasra go dtí an scoil, go dtabharfar do dhuine fásta freagrach é agus go mbeidh go leor de ar fáil
4. Sa bhreis ar sin, beidh ar thuismitheoirí urrús a thabhairt don mBord agus do bhaill údaraithe foirne i leith aon fhreagrachta a tharlódh maidir le dáileadh leigheasra le hoideas dochtúra sa scoil. Cuirfidh an Bord comhlacht árachais na scoile ar an eolas dá réir sin.
5. I gcás athraithe san oideas nó sa mhéid leigheasra, caithfear an scoil a chur ar an eolas cruinn díreach, le treoir scríofa go soiléir maidir le stóráil agus dáileadh an leigheasra nua.
6. Má bhíonn breiteacht tromchúiseach, baolach ar pháiste, ba cheart do na thuismitheoirí míniú go soiléir i scríbhinn, cad ba cheart/nár cheart a dhéanamh i gcás éigeandála, agus go háirithe, cad a bheadh baolach don bpáiste.
7. Tá sé riachtanach go mbeadh uimhir ghutháin an thuismitheora ar fáil chun teagmháil leis/léi má tharlaíonn éigeandáil.

Modhanna le leanúint ag an mBord Bainistíochta

1. Tar éis don mBord a machamh a dhéanamh, is féidir leo údarás a thabhairt do bhaill foirne an leigheasra a dháileadh ar an bpáiste, nó maoirseacht a dhéanamh nuair a bheidh an páiste féin ag

tógaint an leigheasra.

2. Cinnteoidh an Bord go mbeidh treoir cheart faighte ag an nduine údaraithe chun an leigheasra a dháileadh
3. Lorgóidh an Bord urrús ar na tuismitheoirí i leith aon fhreagracht a tharlódh maidir le dáileadh an leigheasra.
4. Cuirfidh an Bord comhlacht árachais na scoile ar an eolas, dá réir sin.
5. Déanfaidh an Bord socruithe chun an leigheasra a stóráil agus a dháileadh go sábháilte, i gcás go mbeadh an ball foirne údaraithe as láthair.

Freagrachtaí na mball foirne

1. Ní bheidh dualgas ar aon bhall foirne leigheasra a dháileadh ar dhalta.
2. Má tá ball foirne toilteanach leigheasra a dháileadh, ba cheart é seo a dhéanamh faoi threoirlínte diana, srianta, leis an intinn go bhfuil an dáileadh sábháilte.
3. Caithfidh treoracha scríofa a bheith ar fáil ar dháileadh an leigheasra
4. Ní cheart leigheasra a dháileadh gan údarás sainiúil an Bhoird
5. Nuair a bheidh baill foirne ag dáileadh leigheasra ar dhaltaí, beidh an caighdeán cúraim céanna acu is a bheadh ag tuismitheoir réasúnta, ciallmhar.
6. Coimeádfar taifead scríofa den am agus den dáta a dáileadh an leigheasra.
7. I gcásanna éigeandála, níor cheart don bhfoireann níos mó a dhéanamh ná mar is gá agus oiriúnach chun faoiseamh a thabhairt ó shuathadh mór agus cosc a chur le díobháil níos measa nó doleigheasta a tharlú. Ba cheart cóir gairmiúil leighis a fháil chomh luath agus is féidir nuair a tharlaíonn éigeandáil.
8. Ba cheart teagmháil a dhéanamh leis na tuismitheoirí má bhíonn aon cheist nó éigeandáil ann.

Síniú



Cathaoirleach an Bhoird Bhainistíochta

Administration of Medication Policy

This policy is formulated in accordance with guidelines issued by the (Primary Schools' Managerial Bodies) and the Irish National Teachers' Organisation.

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 medication.

The Board of Management of Gaelscoil Lios na nÓg requests parents to ensure that staff members are made aware in writing of any medical condition suffered by their child. This information should be provided at enrolment or at the development of any medical conditions at a later date.

Medication in this policy refers to medicines, tablets and sprays administered by mouth only.

Policy Content

Procedure to be followed by parents who require the administration of medication for their children

1. The parent/guardian should write to the Board of Management requesting the Board to authorise a staff member to administer the medication or to monitor self-administration of the medication.
2. Parents are required to provide written instructions of the procedure to be followed in the administration and storing of the medication.
3. Parents are responsible for ensuring that the medication is delivered to the school and handed over to a responsible adult and for ensuring that an adequate supply is available.
4. Parents are further required to indemnify the Board and authorised members of staff in respect of any liability that may arise regarding the administration of prescribed medicines in school. The Board will inform the school's insurers accordingly.
5. 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.
6. Where children are suffering from life-threatening conditions, parents should outline clearly in writing, what should and what should not be done in a particular emergency situation, with particular reference to what may be a risk to the child.
7. Parents are required to provide a telephone number where they may be contacted in the event of an emergency arising.

Procedures to be followed by the Board of Management

1. The Board, having considered the matter, may authorise a staff member to administer medication to a pupil or to monitor the self-administration by a pupil.
2. The Board will ensure that the authorised person is properly instructed in how to administer the medicine.
3. The Board shall seek an indemnity from parents in respect of liability that may arise regarding the administration of the medicine
4. The Board shall inform the school insurers accordingly
5. The Board shall make arrangements for the safe storage of medication and procedures for the administration of medication in the event of the authorised staff member's absence.

Responsibilities of Staff Members

1. No staff member can be required to administer medication to a pupil.
2. Any staff member who is willing to administer medicines should do so under strictly controlled guidelines in the belief that the administration is safe.
3. Written instructions on the administration of the medication must be provided.
4. Medication must not be administered without the specific authorisation of the Board of Management.
5. In administering medication to pupils, staff members will exercise the standard of care of a reasonable and prudent parent.
6. A written record of the date and time of administration will be kept.
7. In emergency situations, staff should do no more than is obviously necessary and appropriate to relieve extreme distress or prevent further and otherwise irreparable harm. Qualified medical treatment should be secured in emergencies at the earliest opportunity.
8. Parents should be contacted should any questions or emergencies arise.

Signed



Chairperson, Board of Management