

**ADMINISTRATION OF MEDICINES INDEMNITY**

THIS INDEMNITY made the            day of \_\_\_\_\_ 20\_\_\_\_ BETWEEN  
\_\_\_\_\_  
\_\_\_\_\_ (lawful father and mother of \_\_\_\_\_  
\_\_\_\_\_)

of \_\_\_\_\_  
(hereinafter called 'the parents') of the One Part

AND \_\_\_\_\_

for and on behalf of the **Board of Management of St. Brigid's Boys' School**

situated at            **Mart Lane, Foxrock**

in the County of    **Dublin**  
(hereinafter called 'the Board') of the Other Part.

**WHEREAS:**

1.    The parents are respectively the lawful father and mother of \_\_\_\_\_ a pupil of the above school.
2.    The pupil suffers on an ongoing basis from the condition known as \_\_\_\_\_.
3.    The pupil may, while attending the said school, require, in emergency circumstances, the administration of medication, viz., \_\_\_\_\_.
4.    The parents have agreed that the said medication may, in emergency circumstances, be administered by the said pupil's classroom teacher and / or such other member of staff of the said school as may be designated from time to time by the Board.

**NOW IT IS HEREBY AGREED** by and between the parties hereto as follows:

- a) In consideration of the Board entering into the within Agreement, the parents, as the lawful father and mother respectively of the said pupil **HEREBY AGREE** to indemnify and keep indemnified the Board, it's servants and agents including without prejudice to the generality the said pupil's class teacher and / or the Principal of the said school from and against all claims, both present and future, arising from the administration or failure to administer the said medicines.

IN WITNESS whereof the parties hereto have hereunto set their hands and affixed their seals the day and year first herein **WRITTEN**.

SIGNED AND SEALED by the parents: \_\_\_\_\_

\_\_\_\_\_

In the presence of:

\_\_\_\_\_

SIGNED AND SEALED by the said:

\_\_\_\_\_

In the presence of:

\_\_\_\_\_

## **GUIDELINES FOR ADMINISTRATION OF MEDICINE**

As a general rule, teachers should **not** be involved in the administration of medicine to pupils. In exceptional circumstances where a teacher agrees to become involved in the administration of medicine the following will apply:

- i. The parents of the pupil concerned should write to the Board of Management requesting the Board to authorise a teacher to administer the medication.
- ii. The request should also contain details of the reasons for the child requiring medication, detail of the medication to be administered and written instructions of the procedure to be followed in administering the medicine.
- iii. The Board of Management having considered the matter, may authorise a teacher to administer medication to the pupil. If the teacher is willing to administer the medication, she/he should be properly instructed by the Board of Management.
- iv. A teacher should not administer medication without the specific authorisation of the Board.
- v. In administering medication to pupils, teachers should exercise the standard of care of a reasonable and prudent parent.
- vi. The Board of Management will inform the school's insurers accordingly.
- vii. The Board of Management will seek an indemnity from the parent(s) in respect of any liability that may arise regarding the administration of medication.

Where the above procedure is put in place the Board of Management should give consideration to authorising another member of staff to administer the medication in the event that the regular teacher is absent from school.

Arrangements should be made by the Parents to have the medicine stored in a childproof container. Arrangements should also be made by the Board and the teacher for the safe storage of medication.