

MEDICATION PROCEDURES

Medication Procedures

These procedures apply to staff and volunteers in All Saints Centre Company, All Saints Community Development Company, All Saints Trading and All Saints Parish Church (All Saints).

If it is required for staff to give medication, it will only be given by a nominated member of staff. This should be recorded in the medication book

Medication will only be given to a young person if signed authorisation is given, or to an adult if it is in their care plan.

All medication will be kept locked in an appropriate place.

Some young people/adults will be responsible for their own medication e.g. asthma inhalers.

No other medication will be given to young people/adults, including headache tablets.

On trips and residential all medical needs should be stated on the consent form and staff should ensure that any necessary medication is either in their charge or the charge of the young person/adults

In the case of adults, it is their or their carer's responsibility to keep staff up dated on medical needs.