

APPENDIX 2: Stimulant Medication Policy for Attention Deficit Hyperactivity Disorder (ADHD)

STIMULANT MEDICATION POLICY FOR ATTENTION DEFICIT HYPERACTIVITY DISORDER (ADHD)

1. Introduction

The purpose of this document is to provide guidance to staff responsible for administering stimulant medication to children and young people with Attention Deficit Activity Disorder. This is a multi agency policy for staff working in Scottish Borders Council, Voluntary and Private Sector but reference is made to schools as this is the main establishment where stimulant medication will be administered.

2. Prescribed Stimulant Medication

The stimulant medication prescribed will include:

- Methylphenidate (*Ritalin, Equasym, Medikinet & Concerta*)
- Dexamphetamine (*Dexedrine*)

All children diagnosed and commenced on *Stimulants* by their Doctor, are automatically treated as follows:

The parents are made aware of the nature of the medication, including possible side effects, the possibility of *stimulants* being abused, and its legal state (i.e. it is a controlled drug). **PARENTS ARE INFORMED THAT THEY ARE RESPONSIBLE FOR THE SAFE KEEPING OF THE MEDICATION AND THAT THEY SHOULD DELIVER IT TO THE SCHOOL IF IT IS TO BE TAKEN DURING THE SCHOOL DAY.**

The parents inform the school and completes the '**Parent/Carer Request to Issue Prescribed Medication**' form and the Head identifies the named person(s) who will administer the medication.

Parent/carers are responsible for ensuring the safe delivery of the tablets by an adult to that named person in the school. No child or young person should ever be in possession of stimulants including older siblings.

3. Administering Stimulant Medication

Medicines must always be provided in the original container as dispensed by a pharmacist and include the prescriber's instructions. In all cases it is necessary to check that written details include:

- child's name
- prescribed dose
- expiry date of medication
- written instructions provided by the prescriber on the label or container

Stimulants must be stored in a locked cupboard in an area that is not accessed by children/young people unless supervised by staff.

The time that the *Stimulant* is to be given is agreed between the school, doctor and parents; so that if there are several children requiring medication within an establishment only one is seen at a time.

The child will either go, or be taken discretely, (depending on age and ability to comply) to have their medication which will be given to them by the named person.

THE CHILD/YOUNG PERSON MUST BE WATCHED SWALLOWING THEIR TABLET. The named person must then complete the 'Record of Administration of Prescribed Medication' form.

It is emphasised that at no time should a child with ADHD be responsible for their medication at school. Staff members need to be aware of the risks involved of other children and young people taking Stimulants.

If staff observe a deterioration in the child or young person's ADHD symptoms they can discretely check with the staff member responsible for recording administration of the medication if the child or young person has missed taking their medication.

The child/young person will be followed-up by a health professional and the above policy will be reiterated to ensure that the correct protocol is being followed to ensure the child/young person's wellbeing and safety.