



The seven rights of medication administration ensure student safety by verifying the right student, right medication, right dose (as per instructions on the label or packaging), right time (check last dose), right route (i.e. oral), right reason (i.e. pain), and right documentation (identifies student

Record of administration to be completed by St Paul's School (SPS) staff member

Amount Remaining – only fill this in if it is a student provided medication. The amount of medication supplied to SPS will be indicated above and if you administer one tablet and we were supplied three tablets you would write two tablets. If it is a salbutamol inhaler you would write for example 180 which indicates the amounts of puffs left on the inhaler (shown on the back of the inhaler). For all school supplied medications such as paracetamol write not applicable N/A

Please email this form upon completion to healthcentre@stpauls.qld.edu.au