



GUIDELINES FOR MEDICATIONS AT SCHOOL

- Any student needing to take medication during school hours **must have a signed permit to dispense medication form** completed by the parent AND the physician/prescribing healthcare provider.
- **All medication must be in the container in which it was dispensed** by the pharmacist.
- The medication and medication authorization form should be brought together to the school by a parent or responsible adult.
 - Students may not bring medication to school or on bus.
- Students may not self administer medication at school except for epi-pens and inhalers.
- School personnel may not give over-the-counter medications unless prescribed by a healthcare provider. A permit to dispense medication must be filled out by parent and physician.
 - No new medication can be given until the school nurse has checked it in.
- Routine injectable medication can only be given by a school nurse, parent (or parent designated adult) or self administered by the student.
 - Changes in medication must be provided by the healthcare provider.
- Medication ordered three times a day or less may not need to be taken at school. The medication should be given before school, after school and at bedtime unless it is time specific for during the school day. Morning medications should be given at home.
- Inhaler and Epi-pens require physician orders/permit to dispense medication form, even if the student is going to self carry.
 - All medication orders must be renewed each year.
- Unused medication should be picked up by the parent at the end of the school year. Medication not picked up will be discarded.
 - Permit to dispense medication forms can be found on the school website.
 - Same policy applies to all school related field trips (6th grade camp, DC trip)