

MEDICATIONS AT SCHOOL

Definitions: (a) prescribed medications (eg. penicillin, inhalers) by a doctor who is licensed by the State Board of Medical Examiners and (b) over-the-counter medications are those purchased products not needing a doctor's signature (eg. aspirin, cough drops, cough syrup).

When prescribed medications are to be taken while the student is at school, the medication record shall: (a) be securely kept and stored in the office designated by the Nurse; (b) be in the prescription container; (c) be dated and labeled with the student's name; (d) have the name of the medication, amount to be given, and time of day to be given on the container; (e) indicate the Doctor's name; (f) be accompanied with an indication of the expected duration of the treatment; and (g) in regard to inhalers, be kept in a District designated location. Special consideration for use of inhalers may be given if school/family/physician agree.

When a medication is to be dispensed to a student, a release form titled "Request for Giving Medication at School" shall be completed by the parent/guardian and be approved by the Principal and/or School Nurse. When the medication is for less than three (3) days, a signed note must accompany the medication with instructions as to the nature of the illness, the kind of medication being administered, time of day it is to be dispensed, and the expected duration of medication treatment. A log shall be maintained by District personnel showing the student's name, suspected illness, the medication, signature and title of person administering the medication, and dates and times the medication is given. Persons who dispense any prescribed medication(s) shall be appropriately trained annually using guidelines provided by the Board of Pharmacy Examiners.

Emergency protocols for medication-related reactions shall be kept in the nurse's office and made readily available to those dispensing medications.

When over-the-counter medications are requested by the family to be dispensed while a student is at school, the product(s) must be: (a) provided by the home, and (b) provided by the school if signed over-the-counter medicine consent is on file. Over-the-counter medicines will only be dispensed by the nurse at his/her discretion. (c) normally kept in the nurse's office, unless agreed to by school officials and the family.

If over-the-counter medications are required while a student is at school, the product(s) may be (a) provided by the home or b) provided by the school if a signed consent is on file and c) kept in the nurse's office unless agreed to by school officials/ family/physician. (i.e. inhalers) Over-the-counter medications will be dispensed by the nurse at his/her discretion.

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