

GREENFIELD-CENTRAL COMMUNITY SCHOOL CORPORATION
HEALTH SERVICES



GUIDELINES FOR MEDICATION AT SCHOOL



The purpose of administering medication at school is to help each student maintain an optimal state of health to enhance his/her educational program. Only those medications which are necessary to maintain the child in school and must be given during school hours will be administered by school personnel.

The Medication Guidelines are as follows:

- 1. Medication will not be furnished by the health clinic.**
- 2. Prescription medication** must be brought to school in the container in which it was purchased. This container must bear the original pharmacy label showing prescription number, directions for use and the student's name. The pharmacy label will serve as the doctor's written order. A note from the parent must also accompany the medication.
- 3. Over the counter (OTC) medication** must be sent to school in the original container in which it was purchased. A note from the parent with directions for administration must accompany the medicine. If the parent's request gives a dosage greater than on package directions, written authorization from a doctor must be provided. OTC medication includes cough drops, cough syrup, Tylenol, etc.
- 4. Medication may not be sent back home with a student who is in grades kindergarten through 8.** The medication will only be given to a parent (or caregiver with written designation). Unused or discontinued medication will need to be picked up by the parent; if it is not picked up, it will be discarded by the school. If a student needs a prescription medication at both home and school, you may want to request the pharmacist fill it in two separate bottles, each labeled appropriately. **For a student in grades 9 through 12, medication will be sent back home only with written authorization from the parent.**
- 5. All medications must be kept in the health clinic for dispensing.** Students shall not carry medication on their person or store it in their lockers. (See exception, guideline #6, below.)
- 6. The exception to this is a student who has a medical condition for which a physician recommends he/she be able to self-administer emergency medication.** Examples include a student with asthma who has inhaler medication or a student with a history of a severe allergic reaction who has an Epi-pen for emergency injection. The following criteria must be met:
 - a. **The student's parent files an authorization** with the school for the student to possess and self-administer the medication.
 - b. **The authorization includes a written statement from a physician** that 1) specifies the student has an acute or chronic disease or medical condition for which medication has been prescribed, 2) that the student has been instructed in how to self-administer the medication, and 3) that the nature of the medical condition requires emergency administration of the medication.

The authorization must be filed with the school annually. A sample form of emergency medication authorization will be provided to the parent upon request.

If you have questions or concerns about medication for your student, please contact the Health Assistant at your child's school, or call the School Corporation Nurse at 477-4601.

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