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Dr. Michael F. Fitzpatrick
Superintendent-Director

MEDICATION POLICY

Dear Parent/Guardian,

We would like to inform you of the policies that have been put in place to ensure health and safety of children needing medication during the school year. Our school district requires that the following forms must be on file in your child's health record before we begin to give any medicine at school.

Either prescription or over the counter.

- 1. Signed Emergency Information Form:** Please complete the enclosed form and return it to the Health Office prior to the start of school. Medications that can be given once during the school day with parental/guardian permission and an order from your doctor are: Tylenol, Ibuprofen, cough drops, Tums and Benadryl. If Benadryl is given to a student during the school day they will not be allowed to return to school and they will need to be dismissed. If Benadryl is given during an academic week the student could still be dismissed at the discretion of the nurse.
- 2. Signed Permission Form for Prescribed and Over the Counter Medications:** This written medication form should be taken to your child's licensed prescriber (your child's physician, nurse practitioner, etc.) for completion and returned to the school nurse. This order must be renewed as needed and at the beginning of each academic year.

You or a responsible adult whom you designate should deliver medicines to the school in a pharmacy or manufacturer-labeled container. Please ask your pharmacist to provide separate bottles for prescription medications for school and home. No more than a thirty-day supply of medicine should be delivered to the school.

Any student who uses an inhaler for asthma or an EpiPen for allergic reactions must have a supply of this medication for school as well as home. These medications must be kept in the Health office unless otherwise directed by your physician and reviewed with the school nurse.

Students are **not allowed** to take any form of narcotic or muscle relaxants before or during school even with a note from their physician. (Examples of narcotic drugs: Vicoden, Percocet, Tylenol with Codeine; Example of muscle relaxant: Flexeril). Also, students are **not allowed** to be in possession of medications (prescription and/or over the counter drugs) during the course of the school day. All medications must be kept in the nurses' office.

When your child needs a medicine to be given during the school day, please act quickly to follow these policies so we may begin to give the medicine as soon as possible.

Thank you for your help.

Sincerely,

Kathy Pichel, RN
Nurse Leader

Stephanie Dunham, RN
School Nurse