



## MEDICATION ORDERS

Dear Parent or Guardian of: \_\_\_\_\_ Grade: \_\_\_\_\_

The Board of Education holds a belief that medication should be administered at home. However, under certain conditions, it is in the best educational and health interest of the child to take prescribed medicines during the school day. We are asking for your cooperation regarding giving medication in the schools. Because of the responsibility placed upon the staff to provide the correct medications, we ask that you comply with the following guidelines:

The prescription and non-prescription medication must be prescribed by your child's physician/licensed prescriber and the written order signed by the prescriber and parent/guardian and then returned to the medical room before the medication will be given by school personnel. To minimize the possibility of a drug overdose, non-prescribed medications will not be dispensed during the first and last hours of the school day.

The medication is to be brought to the school by the parent or other responsible adult in a properly labeled container from the pharmacy. You may want the pharmacist to label two containers: one for the school and one to keep at home. Medications will not be sent home with students.

### **THE PARENT OR GUARDIAN MUST SIGN PARENTAL PERMISSION ON THE PHYSICIAN'S ORDER SHEET**

The student is responsible for coming to the medical room or to the designated person to take the medication.

Please pick up your child's medication on the last day of school. Any medication that is not picked up will be discarded five days after the school year ends.

### **A NEW WRITTEN ORDER AND FORM MUST BE GIVEN TO THE MEDICAL ROOM EVERY YEAR WITH THE MEDICATION**

**Please make a copy and keep it for your records**