

Wrightstown Area School District

MEDICATION PROCEDURE

General Information

- Medication should be transported to and from school by the parent or guardian.
- Students with permission and instruction from the parent or guardian, and medical provider, may carry and/or self-administer their own asthma inhaler, epinephrine, insulin, glucagon or Diastat. Contact your School Nurse or Health Aide to make arrangements if your child needs to carry these medications.
- Antihistamines for environmental allergies (eg. Claritin, Zyrtec) should be given once daily at home.
- Antibiotics prescribed three times a day should be given at home: morning, after school, and at bedtime.
- High School students **ONLY** may carry Tylenol/Acetaminophen or Ibuprofen/Advil/Motrin **ONLY** and self-administer according to the directions on medication bottle.
- High School students **ONLY**, on overnight field trips, may self-carry and self-administer over the counter and prescription medications if it is approved and signed off by a medical provider, parent or guardian and student.
- Parent or guardian must supply own emergency medications for their child if needed on a field trip. Stock emergency medications will remain in the school buildings at all times.
- Parent or guardian is responsible for notifying the School Nurse or Health Aide of any health conditions or medications their child may have.
- Parent or guardian is responsible for notifying the School Nurse or Health Aide of any changes in their child's health conditions or medications.

Students requiring medication at school shall be identified to the School Nurse or Health Aide by the parent/guardian.

A. Prescription Medication

1. For any prescription medication, forms by the physician and the parent/guardian allowing school personnel to give the medication must be properly filled out and brought by the parent/guardian on the first day that the medication is to be given at school.
2. The original medication bottle from the pharmacy shall be given to school personnel for dispensing to the student. The label on the bottle shall contain the name and telephone number of the pharmacy, the student's name, name of physician's, medication name, and the dosage to be given. With any refill of medication, a newly updated medication bottle is required from the pharmacy.
3. All prescription medication must be brought to school by the parent/guardian. When the medication is discontinued or at the end of the year, the parent/guardian is responsible for picking up the medication. If the medication is not picked up within 3 days after school is out or medicine is discontinued, the medication will be properly discarded.

B. Non- Prescription Medication

1. The non-prescription medication must be supplied by the student's parent/guardian in the manufacturer's package and the package must list the ingredients and recommended therapeutic dose in a legible format. School personnel may administer any drug which may lawfully be sold over the counter, without a prescription, to a student with the written consent and written instructions given by the parent/guardian.
2. A student may be administered a non-prescription medication in a dosage other than the recommended therapeutic dose only if the request to do so is accompanied by the written approval of the student's physician.

Additional Information

- If more information is required by school personnel for the safety and protection of the student on a medication, the physician or parent/guardian will be contacted before administration of the medication.
- All medications will be kept in a locked cabinet or other safe place at each school.
- The School Nurse or Health Aide maintains an accurate medication file which includes all the necessary written forms on each student receiving a medication.
 - Periodic review of the written instructions will be made annually by the School Nurse or Health aide.
 - Daily Records on administering medications are maintained in the health office of each school. This record includes type of medication, dosage, date, time given and duration.
- Administration of medication will be by the School Nurse/Health Aide or trained personnel designated by the building principal.
- It is the obligation of the parent/guardian to provide written notice from the physician of any changes in dosage or discontinuation of medication.
- For the safety and protection of students, natural products will not be given in the school setting, unless approved by the FDA and the following criteria are met:
 - A properly labeled container is provided
 - Use for children is indicated with appropriate dosing for children clearly stated.
 - Possible side effects are listed.
 - Parent/guardian signature is provided.
 - Student's physician will be notified of parent/guardian request for natural products to be given at school to verify safe with any currently prescribed or over the counter medication the student is taking.