

MEDICATION AT SCHOOL

All medication (prescription and non-prescription) must be administered through the school office. Medicine of any kind is not to be provided by the school

1. No medication may be given to a student without a written directive signed by the parent or guardian.
2. The written directive signed by the parent/guardian will include the time(s) the medication is to be administered to the student. Each medication should be in a separate labeled container including the student's name and the time the medication should be given .
3. Any medication brought to school will be stored in a designated place under control and supervision of appropriate school officials. The person administering the medication will document: the type of medicine, the time it was administered, and who administered.
4. Secondary students may not share non-prescription medication with other students.
5. Students having the need for the use of an EPI-Pen must have written documentation on file in the office from their physician stating the necessity for the student to have with them at all times.

Immaculate Conception School

Parent Permission for Administering Medication

I give school personnel to administer the following medications to my child,

_____ :

Name of Medication	Dosage	Time to Administer	Physician

I am to notify the office immediately if there is a change in the above medication(s)

Parent Signature

Date

This is to be completed for both prescription and over the counter medication.