

Guidelines and Procedures for Medications in the School Setting

1. Medications are to be brought to the school by a parent/guardian. Medications **are not** to be sent by students and **will not** be sent home by students.
2. Any prescription medication brought to school by the parent must be in its original container and labeled with the student's name. Non prescription medications are to be in the original containers.
3. Written permission is required from the parent and the doctor prescribing the medication. The school permission for medication form will be completed by the parent and also requires the doctor's signature that prescribed the medication. A copy of the prescription may also be accepted. The permission for medication form is available online at the district's website and will be placed in local doctor's offices.
4. When changes are made in medication, dosage, or time, a statement from the prescribing doctor must be provided to the school before this change is made at school.
5. The first dose of a medication that a student has not taken before should be given by the parent/guardian at home so that the student can be monitored closely for side effects.
6. Medication permission forms and medication orders must be updated at the beginning of each new school year and when changes are made to the student's medication.
7. Non prescription medications will only require written parent/guardian permission.
8. Medications should be picked up by the parent/guardian at the end of the school year. Medications not picked up will be discarded.

Dorchester School District Four
SCHOOL HEALTH PROGRAM

ALLERGIES :

PERMISSION FOR MEDICATION

PLEASE HAVE YOUR DOCTOR FILL OUT

Name: _____

School: _____ Grade: _____ Teacher: _____

Medication: _____

Dosage: _____

Purpose of Medication: _____

Time of day medication is to be given: _____

Please indicate where the morning dose will be given: _____ Home _____ School

Possible side effects: _____

Anticipated number of days medication needs to be given at school: _____

Physician

Address

SIGNATURE OF LEGAL PRESCRIBER

Phone

DATE

PARENT /GUARDIAN MUST SIGN BELOW:

I, the undersigned, ask that the above medication be administered to my child as directed and hereby release everyone participating in this request from any and all liability associated therewith or stemming therefrom.

When the school nurse is not available, the school principal's designee will assist your son/daughter in taking his/her medication.

A parent or responsible adult, NOT THE STUDENT, must bring in all medications.

I hereby give my permission for _____ to take the above Prescription at school as ordered. I understand that it is my responsibility to furnish this medication and the container will be labeled with the name of the student, the name of the medication, amount to be given, time of day to be given, and physician's name, if prescribed medication. I understand that nonprescription medication must be in the original container. When changes are made in medication, dosage or time, a statement from the prescribing doctor must be provided to the school before this change is made at school. I understand that school officials cannot be held liable for adverse effects from this medication. Parents are responsible for medication until it is received by the nurse or other school personnel.

____ / ____ / ____

Date

SIGNATURE OF PARENT / GUARDIAN

Parent/Guardian Phone Numbers:

Home: _____ Cell: _____

Work: _____ Other: _____

Medication Amount received: _____ Nurse Signature _____