

## **POLICY FOR ADMINISTRATION OF MEDICATION IN SCHOOL**

The purpose of this medication policy is to ensure your child's medication is administered safely by school personnel. This policy will be followed during school hours, After-School programs and school sponsored day trips.

The John Crosland School encourages that all medications be given outside school hours if possible. We realize it is sometimes necessary to administer medications at school for the health of the student. If your child requires having medications administered at school the following policy must be followed.

1. In order to administer **any** medications at school (prescription and over-the-counter) we must have on file a **Medication Consent Form** signed by both the parent/guardian and prescribing physician.
2. All medications must come to school in the original prescription bottle or original over-the-counter packaging.
3. Students will not be permitted to keep medication in their personal possession at school with the exception of asthma inhalers. In order for the student to carry an asthma inhaler a **Self-Medicating Student/Parent/Physician Agreement Form** must be completed. The parent/guardian shall provide to the school a backup asthma inhaler that shall be kept in the health office.
4. Any routine injections needed during school hours require that a **Medication Consent Form** be completed. The student may self-administer the injection in the health room under the supervision of school personnel. Injections for emergency treatment of allergic reactions must also follow this protocol.
5. If there are any changes in orders for medication (dosage, time or route), a new **Medication Consent Form** must be completed and signed by the parent and physician. Verbal requests cannot be accepted. Medication may be stopped at any time by the parent with a handwritten or emailed notice. However, to have the medication restarted, a new consent form signed by the parent and physician must be completed.
6. If the parent prefers to administer their child's medication themselves, they must first check in at the front desk and the child will be brought out of class to the parent.