

Parents,  
Please read the updated info from the Elementary Handbook (pg. 28) regarding medications. That portion of the handbook has been included below for your reference.

Thank you,  
Janet Dye, Principal

## **Section 5 – Health Services**

Students must be fever free without medication 24 hours before returning to school. A temperature of 100 degrees or higher is considered a fever.

### **Administration of Medication at School (5330) – Guideline/Policy 5330**

#### Prescription Medication:

All Medication will need to be brought to the school by a parent or guardian. No medication should travel in a backpack to school with the exemption of diabetic supplies, epi pens, diastat and inhalers that have a written prescription from a doctor. A medication release will need to be signed by the parent/guardian before any medication can be given at school. Prescription medication needs to be in the bottle or box with the students name on it and how it is to be dispensed (the prescription label). If there is a change in the time or dose of the medication, then the prescribing physician will need to fax that change to the clinic staff. The medication release consent will be valid for the period the medication is to be given or to the end of the school year. All medication that is left over has to be picked up by the parent/guardian or it will be discarded by the clinic or designated staff.

#### Non-prescription medication:

Any non-prescription medication needs to be brought in to the clinic staff by a parent or guardian. A medication release will need to be signed and will include how and when the medication is to be given. Medication is not to be sent to school with the child. After discussion with clinic personnel, exceptions may be made on an individual basis as to bringing in a non-prescription medication. All unused medication is to be picked up at the school by the parent or guardian.

All medication given is documented on medication sheets. Medications should only be administered to students during the school day if the medications are required to be administered at a specified time within the school day, or if the medication is needed for a chronic condition. For example, if an antibiotic is prescribed to be administered three times a day, the antibiotic can be administered before school, after school and at bedtime. Any designated employee who is responsible for administering injectable insulin or blood glucose testing by a finger prick shall receive proper training from a practitioner or a registered nurse and such training shall be documented in writing by the practitioner or registered nurse and kept on file in the school building office.