

TOWNSHIP OF UNION PUBLIC SCHOOLS

PROCEDURES REGARDING ADMINISTRATION OF MEDICATION IN SCHOOL

The administration of prescribed medication to a student during school hours will be permitted only when failure to take such medicine would jeopardize the health of the student, and the student would not be able to attend school if the medicine were not made available during school hours.

The school does not provide students with aspirin or any other medication. All medication must be brought in by the parent/guardian or parent designee. The parent/guardian must provide a written request for the administration of the prescribed medication in school. (Signed Medication Authorization Form) Non-prescription medication: Written orders are to be provided to the school by the Private physician, detailing the name of the student, name of the drug, dosage, and time of administration. All non-prescription medication must be brought to school in the original container. (Signed Medication authorization Form) It is recommended that medications be given between 11:30 a.m. and 12:30 p.m., in order to maintain the continuity of the student's learning process.

Prescription medication: Must be brought to school in the original container with a container with a CURRENT DATE, appropriately labeled by the pharmacy or physician indicating the student's name, name of medication, dosage, time of administration and attending physician's name. (signed Medication Authorization Form) It is recommended that medications be given between 11:30 a.m. and 12:30 p.m., in order to maintain continuity of the student's learning process.

The school will provide safe storage of the medication. The records or documentation process is required to be maintained by the certified school nurse. The certified school nurse or parent/guardian is the only one permitted to administer medication in the school or on school trips.

CONSIDERATION FOR FIELD TRIPS

Children who require daily medication will need special consideration when planning school trips. The following is a list of appropriate options. Of course, each of these would require approval of the child's parent/guardian and physician. They include:

- a. Altering the scheduled hours of administering the medication so the child is getting the first dose at school (about 9:00 a.m.) and the second dose after the class returns (usually about 2:00 p.m.)
- b. Withholding medication during the course of that particular activity, and giving it when the student returns to school.
- c. Requesting that a parent/guardian of the affected child accompany the group to administer the medication to the child.

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