

School Medication Policy

ANY medication administered to your child during the school day will require:

- A current school year written physician order and written parent/guardian permission (“Administration of Medication in the School” form). This includes permission for both over-the-counter or non-prescription medications **and** prescription medications.
- Prescription medication must be brought to school in its original bottle or container with the student’s name, medication name and dose, and physician’s name printed on the label. The container or medication must be unopened. Upon request, the pharmacy will divide the medication in two bottles – one for home and one for school.
- Parents must notify school administration when a medication is discontinued or the dosage or time has changed. A new physician’s order/guardian signature and permission will be required at that time.
- Over-the-counter medication must come to school in its original container, unopened.
- Medication will be kept in a locked cabinet in the administrative office and will be administered by designated school staff.