

# ST. JOSEPH CATHOLIC SCHOOL - MAUMEE MEDICATION POLICY

## PRESCRIPTION MEDICATION ADMINISTRATION POLICY

For St. Joseph School personnel to administer prescription medication to your child, at school, these guidelines **MUST** be followed:

- A signed **PHYSICIAN** statement with name of medication, time to be given, and expiration date of request. This may be on our school form or on a form from the doctor's office. A new request must accompany any dosage changes.
- A signed **PARENT/GUARDIAN** request with the above information. Please use the form on side 2.
- All medications that come to school must be in the **original** container. If the medication is a liquid, the pharmacist must divide what is needed for the school into a labeled bottle. We do not recommend medication being brought back and forth daily. Please send only what will be needed at school. If children require medication during school, a parent/guardian may come to school and administer the medication.
- **Please attempt to administer medications outside of school hours whenever possible.**

## OVER-THE-COUNTER MEDICATION ADMINISTRATION POLICY

- School personnel will administer over-the-counter Acetaminophen and/or Ibuprofen to your child/ren when written permission from \_\_\_\_\_ a parent/guardian is on file. Before administering anything to a child, an attempt will be made to contact a parent/guardian.
- Students are not permitted to carry medication on their person while at school. This is for the protection and safety of your child as well as for others. **THIS APPLIES TO ALL MEDICATIONS EXCEPT AN INHALER.**
- If an inhaler is prescribed to remain with the student, **AN INHALER RELEASE FORM MUST BE PICKED UP AT THE OFFICE AND BE SIGNED BY THE PHYSICIAN, PARENT/GUARDIAN, AND THE STUDENT.**

(over)