

MEDICATION POLICY

Dear Parent/Guardian:

We would like to make you aware of Carolina Day School's Medication Policy. If your child must have medication of any type given during school hours, including over-the-counter drugs, you have the following choices:

1. You can come to school and give the medication to your child at the appropriate time(s).
2. You may obtain a copy of a medication form from the school nurse. Take the form to your child's doctor or health care provider and have him/her complete the form by listing the medication needed, dosage, and number of time per day the medication is to be administered. **This form must be completed and signed by the authorized prescriber for prescription drugs.** The form must also be signed by the parent or guardian.
Prescription medicines must be brought to school in a pharmacy-labeled bottle which contains instructions on how and when the medication is to be given. Over-the-counter drugs must be received in the original container and will be administered according to the prescriber's written instruction.
3. You may discuss with your prescriber an alternative schedule for administering medication (e.g., outside of school hours).

NOTE: Some medication such as inhalers or emergency injections can be self-administered and kept by the student **with written medical provider permission.**

School personnel will not administer any medication to students unless they have received a medication form properly completed and signed by the authorized prescriber, and the medication has been received in an appropriate labeled container. In fairness to those giving the medication and to protect the safety of your child, there will be no exceptions to this policy.

If you have questions about the policy, or other issues related to the administration of medication in the schools, please contact Nurse Glenn. Medication administration procedures are attached.

Thank you for your cooperation,

Mary Beth Glenn, RN
School Nurse
274-0757