

## **Smithville School District Medication Guidelines**

(Reference File: JHCD Administration of Medication to Students)

The Smithville School District health personnel are dedicated to providing the highest level of service to our students. Medications should be given at home whenever possible. Most medications prescribed for 3 times a day can be given before the child leaves for school, when the child gets home from school and at bedtime. However, a child's health care provider may deem it necessary for medication to be taken during school hours. All prescribed medication must be accompanied by written permission from a licensed physician.

### **STUDENTS ON DAILY OR TEMPORARY PRESCRIPTION MEDICATION**

1. Medicine must be in the original and current prescription bottle. The pharmacist can provide an extra-labeled prescription bottle for school doses.
2. The prescription label must contain the child's name, name of medicine, dosage and directions. The same prescription label is also required on all inhalers.
3. The first dose of any medication should be given at home whenever possible. The nurse may refuse to administer the first dose of a medication if in her clinical judgment it may compromise the safety of the child while attending school. In this instance the parent would be notified.
4. A parent or legal guardian must sign "Medication Authorization Form" or school personnel will not administer the medication.
5. Any change in the time or dosage of prescription medication must be accompanied by a written request from the physician.
6. Narcotic medications (e.g. Tylenol with codeine, Hydrocodone, etc) will **not** be administered at school.

### **OVER THE COUNTER MEDICATION**

(Over the Counter Medication is limited to items such as Jr. Str. Tylenol, Jr. Str. Advil, cough medicine -applies to elementary schools only).

1. Non-prescription medicine must be in the original container and accompanied by written authorization from the parent or legal guardian, along with dosage and directions.
  2. No medication will be given past the expiration date on the container.
  3. Over-the-counter medications will be given as advised on the bottle (i.e. limits related to age, weight, etc.), unless directed differently in writing by a physician.
  4. Medications and supplements not approved by the FDA (i.e. dietary supplements, herbal remedies, and essential oils) require written authorization from the parent and physician.
- The attached, "Permission to Dispense Medication" form should be filled out by parents. The form should be returned on or before the first day medication is to be dispensed..
  - If these procedures are not followed, medication may not be dispensed at school.
  - Unused medication will be disposed of unless picked up within one week after the medication is discontinued and/or at the end of the school year.
  - For the safety of students, it is strongly recommended medications be delivered to school by an adult.
  - If a question should arise, the school nurse will have the right to refuse administration of medication until further clarification is available.