

Guidelines for the Administration of Medicine

The Schuylkill Valley School District recognizes that parents or guardians have the primary responsibility for the health of their children. Although the District strongly recommends that medication be given in the home, it realizes that the health of some children requires they receive medication while in school. Parents should confer with the child's physician to arrange medication time intervals. When medication must be given in school, the following procedures must be followed:

1. Any prescription or over the counter medication to be given during school hours must:

Be sent to the school nurse or in her absence to the school principal or designee. The medication must be accompanied by a written note from the parent/guardian which gives permission to the nurse to administer the medication. The medication must be in the original pharmaceutical container and must be properly labeled.

2. The written note from the parent/guardian should state the following:

- A. Name of medication
- B. Why medication is to be given.
- C. Exact time medication is to be given
- D. Starting date, ending date and total number of days to be given.
- E. Dosage
- F. PHYSICIAN'S SIGNATURE.

(See Policy 210 of the School District Policy and Procedures Handbook)