

Dear Parents:

In accordance with our new medication policy, the following is required for school personnel to administer prescription and over-the-counter medication to students.

1. All medication will be brought to the office when the child arrives at school.
2. Only persons appointed by the principal will be allowed to administer medication.
3. ALL MEDICATION MUST BE IN THE ORIGINAL CONTAINER WITH THE ORIGINAL LABEL ATTACHED. NO MEDICATION CAN BE SUPPLIED BY THE SCHOOL PERSONNEL.
4. Prescription medication MUST BE IN THE PRESCRIPTION BOTTLE WITH THE PRESCRIPTION LABEL ATTACHED. MEDICATION MUST BE GIVEN AS THE LABEL STATES.
5. We must have an accompanying note from the parent/guardian stating:
 - a. name of child
 - b. name of medication
 - c. dosage to be given
 - d. time and date to be given
 - e. signature of parent/guardian

All medications are included: pills, tablets, capsules, liquids, injectables, creams, ointments, cough drops, inhalers, sprays etc.

6. No child will carry medication during school hours. A STUDENT MAY BE PERMITTED TO CARRY AND SELF-ADMINISTER ASTHMA MEDICATION OR ANAPHYLAXIS MEDICATION FOR SEVERE ALLERGIC REACTION AT SCHOOL OR SCHOOL-RELATED EVENTS ONLY IF WE RECEIVE WRITTEN AUTHORIZATION FROM THE STUDENT'S PARENT AND PHYSICIAN OR OTHER LICENSED HEALTH-CARE PROVIDER. THE STUDENT MUST DEMONSTRATE TO THE PHYSICIAN OR HEALTH-CARE PROVIDER AND TO THE SCHOOL NURSE THE ABILITY TO USE THE PRESCRIBED MEDICATION, INCLUDING THE DEVICE TO ADMINISTER THE MEDICATION. IN ACCORDANCE WITH A STUDENT'S INDIVIDUAL HEALTH CARE PLAN FOR MANAGEMENT OF DIABETES, A STUDENT WITH DIABETES IS PERMITTED TO POSSESS AND USE MONITORING AND TREATMENT SUPPLIES AND EQUIPMENT WHILE AT SCHOOL OR AT A SCHOOL RELATED EVENT. SEE THE PRINCIPAL AND/OR SCHOOL NURSE FOR MORE INFORMATION.

TO: OFFICE OF MCGREGOR I.S.D. DATE: _____

I hereby request the administration of the following medication to:

NAME OF STUDENT: _____ DATE(S) TO GIVE: _____

NAME OF MEDICATION: _____ AMOUNT & TIME: _____

PARENT/GUARDIAN SIGNATURE: _____