

MEDICATION ADMINISTRATION

No medications will be given during school hours without written permission from the parent, and a current written order from the physician.

All daily medications will be given at the designated time by the school nurse or designee. Initials will be recorded on the Weekly Medication Administration Record.

A record will also be kept for any PRN medication which is given on an “as-needed” basis. The signature/initials of the school nurse or designee giving the medication will be included along with the student’s name, medication and dose, date and time given.

Parents will be notified when the supply of medication is low by using the Medication Supply Notice.

Empty prescription bottles will be sent home to the parent.

All controlled drugs (i.e. Ritalin, Dexedrine, Adderall, Concerta, Metadate, Focalin) will be counted when a new supply is brought to school.. This information will be recorded on the Controlled Medication Record.

All medications will be placed in the nurse’s office in a secured location.

See Medication Policy.