

AUTHORIZATION FOR MEDICATION TO BE TAKEN DURING SCHOOL HOURS

To be filed at student's school building

Student's Name:	Birth Date:
Address:	
Home Phone:	Emergency Phone:
School:	Grade:

To be completed by the student's physician

Name of Medication:		
Dosage:	Frequency:	Time to be given in school:
Date of prescription:	Date of order:	Discontinuation Date:
Diagnosis requiring medication:		
Intended effect of this medication:		
Must this medication be administered during the school day in order to allow the child to attend school or to address the student's medication condition?		
Expected side effects. If any:		
Time interval for re-evaluation:		
Other medications student is receiving:		

Physician's Signature:
Physician's name (please print):
Address:
Office Phone:
Emergency Phone:
Date:

I confirm that I am primarily responsible for administering medication to my child. However, in the event that I am unable to do so or in the event of a medical emergency, I hereby authorize Belleville Township High School and its employees and agents, in my behalf and stead, to administer or to attempt to administer to my child (or to allow my child to self-administer, while under the supervision of the employees and agents of District 201), lawfully prescribed medication in the manner described above. I acknowledge that it may be necessary for the administration of medications to my child to be performed by an individual other than a school nurse, and specifically consent to such practices. I further acknowledge and agree that, when the lawfully prescribed medication is so administered or attempted to be administered, I waive any claims I might have against District 201, its employees and agents arising out of the administration of said medication. In addition, I agree to hold harmless and indemnify District 201, its employees and agents, either jointly or severally, from and against any and all claims, damages, causes of action or injuries incurred or resulting from the administration or attempts at administration of said medication.

Parent(s) or Guardian(s) Signature:
Parent(s) or Guardian(s) Name (please print):
Date:

BELLEVILLE HIGH SCHOOL MEDICATION PROCEDURE

Medication is to be given during the school hours only when medically necessary to maintain the student at school. If the student needs to take medication due to illness, a schedule should be worked out with your doctor, if at all possible, so that it may be given at home before and after school.

Parents are always welcome to come to school to administer medications.

Medication administration and monitoring of self- administration will be provided by the school nurse for students who need to take lawfully prescribed medication. The prescribing physician and parents need to complete the “Authorization for Medication to be Taken During School” form prior to medication being administered by the school nurse. In lieu of the nurse’s absence, the administrative office/secretaries stand “in loco parentis” to occasionally dispense medication.

All medication given in school by the school nurse shall be prescribed by a licensed prescriber. A written order must be obtained by the parent/guardian and delivered to the school annually.

Prescription medication must be brought to school in the original pharmacy package and shall display the child’s name, name of medication, dosage, amount/route of administration and/or other directions. All prescription medications must be stored in the nurse’s office in a locked cabinet with those requiring refrigeration in a secured area.

Non-prescription medications such as Tylenol, Motrin, and Sudafed are allowed to be kept with the student at school for self-administration, but must be taken in the nurse’s office.

The school will not be held responsible for the child’s failure to take medicine and/or any reaction the child may have to the medication. In the event of a medication side effect, the school nurse will notify the parents.

The parent/guardian is responsible at the end of the school year for the removal of any unused medication from the school. If medication is not removed prior to its expiration date or the close of school, the nurse will dispose of it.

Administering Medicines to Students

Only Certified School Nurses will be required to administer medication to students pursuant to a legal medical prescription and in accordance to the Nurse Practice Act. Parent(s) / guardian(s) are responsible for administering medication to their children. Administering medication during school hours or during school-related activities is discouraged unless it is necessary for the critical health and well being of the student. Parent(s) / guardian(s) may authorize their child to self-administer a medication according to the District’s procedures for student self-administration of medication. Nothing in this policy shall prohibit any school employee or approved volunteer from providing emergency assistance to students, including administering medication.

OVER →