

WARSAW COMMUNITY SCHOOLS
NURSING OFFICE

MEDICATION GUIDELINES AND PERMIT

Per Indiana Code, the guidelines for administering medication at schools are as follows:

PRESCRIPTION MEDICATIONS:

1. No prescription medication will be given unless the school has on file a medication authorization form completed and signed by the doctor or the medication is in the original container with the original pharmacy label and the child's name.
2. Written permission from the child's parent/guardian must also be on file at the school.

NON-PRESCRIPTION MEDICATIONS:

1. Over-the-counter medication requires written permission from the parent/guardian and directions for administration. **All medication must be sent in the original container labeled with student's name and not be expired.**
2. Written permission from the child's parent or guardian must be on file at the school.

HERBALS:

No herbal or vitamin supplements will be given unless the school has on file a medication authorization form completed and signed by the doctor and parent/guardian. All herbal or vitamin supplements must be sent in the original container labeled with student's name.

STUDENT MEDICATION PERMIT

Student _____ Grade _____

Medical Condition _____ Drug Allergies _____

Medication _____ Expiration Date _____

Directions _____

- Parent/guardian accepts legal responsibility for the safe arrival of the student's medication to his/her school. It is the responsibility of the parent/guardian to maintain a supply of the medication for the student.
- The school nurse may contact the student's physician if there are questions regarding the giving of this medication.
- Medication will be given during school hours only unless prior arrangements have been made with the school nurse.
- Medication may be dispensed to your student by an UAP (Unlicensed Assistive Personnel) which may include the principal(s), secretary, teacher, health room aide, bus driver. All UAP will be trained yearly according to IC 34-30-14-2.
- Students in grades 9-12 may transport medications home provided the school nurse has written permission on file by the parent/guardian. All other students in K-8 must have a parent/guardian or other designated person who is over 18 years old pick up the medication for transport home.
- Any unused medication that is not picked up by the last day of school may be discarded.

Parent/Guardian Signature

Daytime Phone Number

Date