



South Bend Community School Corporation
Health Services
ADMINISTRATION OF MEDICATION AT SCHOOL

- 1) No child should bring medication to school with notes from parents. Students are not to keep medication in their pocket, lunch box, desk, backpack, etc.
- 2) The school nurse or any other school personnel are not to administer anything that is considered a medication, whether prescription or over-the-counter, without written permission of the parent/guardian and a physician/practitioner's order.
- 3) Medication is anything that is given orally, intramuscularly, sublingual, topically, inhaled, or anything that penetrates any body orifice for the sole purpose of alleviating discomfort, fighting bacteria, or in some cases nutritional supplements. This includes:
 - All prescription medications (pills, liquids, inhalers, injections etc.)
 - Cough Drops or throat Lozenges
 - Cough Syrup
 - Tylenol (Acetaminophen of any brand)
 - Advil (Ibuprofen of any brand)
 - Aleve (Naprosen or Naproxen of any brand)
 - Eye Drops
 - Nasal Spray
 - Benadryl
 - Vitamins
 - Pepto-Bismol (any anti-diarrhea or anti-acids)
- 4) If medication needs to be given by school personnel during the school day, **an *Authorization for Medication Administration* form must be completed.** This form is available in the nurse's office. It must be updated annually and if there is ever a change in order (i.e. name of the medication, dosage, or time to be given).
- 5) All medication prescribed for a student must be kept in the original pharmacy container. The label on the pharmacy container must match the order written by the physician/practitioner on the permission form. All over-the-counter medications should be kept in the original container/packaging with a visible name, strength and expiration date.
- 6) **If a physician/practitioner deems it necessary and appropriate for a student to carry an inhaler or epi-pen on their person, the *Self-Administration of Medication* form must be completed in addition to the *Permission for Prescription Medication* form.** This form is available in the nurse's office.
- 7) **All medications must be picked up by the designated date at the end of each school year. If the medications are not picked up, they will be disposed of.**
- 8) **Medications will NOT be sent home with students.** Medication is to be released for transporting out of the school only to:
 - a. **The student's parent/or an individual who is at least 18 years of age and designated in writing by the students parent to receive the medication.**