



## Policy for Illness and Medicine

Parent Guidelines:

Parents are asked to keep children home when fever, vomiting, diarrhea, hacking cough or sore throat occur. The student should be kept home until he/she is free of fever (100°) without the use of fever-reducing medications for at least 24 hours before returning to school. Parents are asked to contact the school office when their child will be absent from school due to illness.

If a child must be sent home from school due to illness. Please be prompt in picking up your child. Our school clinic is only a place to keep a sick child until someone can pick him/her up. We cannot keep a sick child at school for longer than 45 minutes.

**POLICY FOR ADMINISTRATION OF MEDICATION AT SCHOOL:** In order to protect the safety of each person in our school, we are asking that the following procedure be followed whenever it is necessary to administer medication at school. We ask you to request that your child's doctor schedule medicine to be taken before or after school, but if that cannot be done, then the following guidelines must be used.

1. The clinic will keep a limited list of over-the-counter medications in stock. If you would like your child to receive these medications when necessary, you must complete the school consent form for **Administration of Over-the-Counter Medications at School**. The form must be signed by your physician. The pink parent copy of the student clinic pass will be sent home with the student to notify you when your child has received medication at school.
2. If it is necessary for your child to receive any prescription medication or other over-the-counter medication not listed on this form, you must fill out and sign the school consent form **Parental Authorization for Administration of Medicine at School**. **All over-the-counter medication requires a physician's signature. ALL medicine (prescribed medication as well as over-the-counter medication) must be brought to the clinic in the original container.**
3. All prescription medication to be administered must have the original pharmacy label attached. It must also be accompanied by the school consent form **Parental Authorization for Administration of Medicine at School**.
4. Medicine should not be transported between home and school on a daily basis. Separate containers should be requested from the pharmacist and kept at home and at school.
5. The medication must be delivered by a parent or other responsible adult.
6. Medications not picked up at the end of the school year will be destroyed.

Parents are welcomed and encouraged to come to school to administer medication to their own child. We ask that they first report to the school office.