

## Medical and Health Information

Parent(s) or Guardian(s) have the primary responsibility 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. Teachers and other non-administrative school employees, except certified school nurses, shall not be REQUIRED to administer medication to the students. Parent(s) or Guardian(s) may authorize their child to self-administer a medication according to the District's procedures for student self-administration of medication.

Medication, as used in this policy and in the following procedures, refers to both prescription and non-prescription drugs. The complete Medication Policy and Procedures are available from the school office upon request. Following is a summary of the procedures, approved by Tonica Grade School Board of Education, which are to be adhered to when requesting medication be administered during school hours or during school related activities.

- 1) All medication dispensed in the school shall be prescribed by an Illinois licensed provider. Students who required medication during the school day may bring the medication to school following these guidelines:
  - a) No school personnel shall administer to any student, nor shall any student possess or consume any prescription or non-prescription medication until a completed and signed Medication Authorization Form is filed with the office.
  - b) Medication must be brought to the school in the original package or appropriately labeled container.
  - c) Medications will be stored in a locked cabinet or should they require refrigeration, a refrigerator in the lounge where students are not allowed will be used.
  - d) The parent(s) or Guardian(s) will be responsible at the end of the entire treatment regime for removing from the school any unused medication, which was prescribed for their child. If the parent(s) or Guardian(s) do not pick up the medication by the end of the school year, the office personnel will discard the medication in the presence of a witness.
- 2) A student may self-administer medication with parental consent and the School Medication Authorization Form on file in the office. The medication shall be stored for the student.
- 3) A parent must notify the office if his/her child will need medication on a class trip or outdoor education experience where the student will be away from the school at the time of administering the medication.