

ST. PAUL LUTHERAN SCHOOL MEDICATION POLICY

The administration of medications during the school day must be limited to those necessary for the child's attendance: an example is: if a medication is ordered "t.i.d." (3 times a day) it could be given before school, immediately after school, and at bedtime.

When a student must take medication, both prescription and over the counter (including aspirin, Tylenol, cough drops, etc.), a note must accompany the medication which includes the following information: student's name and directions for taking the medication. Directions must include when it is to be taken and the amount to be taken each time. If it is a prescription medication the name of the doctor is also required. The note must be signed and dated by a parent or legal guardian. Medication must be brought to school in the original container with appropriate label intact. No unlabeled medication in baggies should be sent. The medication will be kept in a locked container and a record of medications taken will be kept by the school. Medication permission forms, like the one below, are available from the school office.

Mrs. Amy Duever
Mrs. Duever

The designated personnel at St. Paul Lutheran School have my permission to administer the following medication to my child listed below.

Student's Name	
Name of Medication	_____
When to be taken	_____
Amount to be taken	_____
Doctor's name (if prescription)	_____
_____	_____
Date	Parent / Legal Guardian

Medication must be brought to school in the original container with appropriate label intact. No unlabeled medication in baggies should be sent.