



Bartelso Community School District #57

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Medication Policy

Due to state regulation, the district has an established medication policy. Under this policy, parents should not send prescription medication to school unless it is absolutely necessary for the health and well-being of the child. Therefore, for medication to be dispensed, the following must occur:

1. The doctor's prescription is listed on the medication listing the dosage and time or a note listing the dosage and time is sent by the parent.
2. The parent gives written permission for the school to dispense the medication.

All requests to dispense medication should be brought to the school office by the parent or the child. The medication will be stored in a secure place until it is dispensed to the child. It is the child's responsibility to come to the office to take medication home at the end of each day, if needed.

ADMINISTRATION OF MEDICATION AND TREATMENT

District #57 retains the right to reject requests for administration of medication or treatment.

Only in the case of prescribed medication or treatment necessary for the student to remain in daily attendance or where failure to take medication or treatment could jeopardize the student's health, should medication or treatment be administered in school.

All medication, including non-prescription drugs, or treatments given in school shall be prescribed by a licensed prescriber on an individual basis as determined by the child's health status.

Should the need for medication or treatment at school arise, the following is required:

- a. Signed orders from the physician or dentist detailing the name of the student, medication or treatment, frequency of administration, dosage, anticipated reaction, side effects and illness or condition requiring medication or treatment.
- b. Signed parental request for the school to administer prescribed medication or treatment.
- c. Medication must be brought to the school in a container appropriately labeled by the physician or pharmacy. Parents/guardians will be responsible for providing all supplies and equipment needed to perform treatment.

The school nurse, her substitute, or a person designated by the principal will administer medication or treatment.

The medication will be stored in the office, with the exception of refrigerated medications.

A daily record of medication or treatment administration data will be kept.

A student's teachers, doctor or parents will be contacted as needed concerning the medication or treatment.

If the medication or treatment is changed, a new physician's order is required.

At the end of the school year unused medication left in the possession of the office will be appropriately disposed of by the principal in the presence of a witness.

Adopted 2001
Effective fall, 2001

REQUEST FOR MEDICATION/TREATMENT TO BE GIVEN AT SCHOOL INCLUDING
PRESCRIPTION AND OVER-THE-COUNTER MEDICATION

Name of Student _____ birthdate _____

School _____

TO BE COMPLETED BY PHYSICIAN

Name/type of medication/treatment _____

Dosage and frequency of administration _____

Illness or condition requiring medication/treatment, at school _____

Anticipated reaction to medication/treatment, side effects, additional instructions

Duration of order (week, month, indefinite) _____

Antibiotics require a six month renewal order. All other medications/treatments will need a new order each school year.

Doctor, do you wish a report from the school? _____

Physician's Signature

Date

Phone

TO BE COMPLETED BY PARENT/GUARDIAN

I hereby request and give my permission for the above named school to administer the medication/treatment prescribed on this form to my child. I will notify the school in writing if the order is discontinued. Also, I will obtain a written doctor's order if the medication dosage of treatment is changed.

Parent/Guardian Signature

Date

Phone