

WYCKOFF PUBLIC SCHOOLS SCHOOL HEALTH SERVICES

ADMINISTRATION OF MEDICATION DURING SCHOOL HOURS

The administration of medication, over the counter or prescription, to a student during school hours will be permitted when failure to take such medication would jeopardize the health of the student or the student would not be able to attend school if the medicine were not administered during school hours. Only the school nurse or parent may administer medication during school hours. Permission may be granted for self-administration of medication for life-threatening medical conditions. The policy for the administration of medication during school hours is as follows:

1. A written request must be completed and returned to the school nurse for the administration of medication authorized by the physician as requested by the parent/guardian.
2. A written request must be completed and returned to the school nurse by the authorizing physician detailing the name of medication, diagnosis, dosage, form, time of administration, duration of treatment, and side effects.
3. Permission may be granted to a student for self-administration of medication for asthma or other potentially life-threatening illnesses (i.e., inhalers, Epi-pens, insulin, etc.) provided the parent/guardian provides the Board of Education written authorization for the self-administration of medication and signs a statement acknowledging that the district shall incur no liability as a result of any injury arising from the self-administration of medication by the pupil and that the parent/guardian shall indemnify and hold harmless the district and its employees or agents against any claims arising out of the self-administration of medication by the pupil. In addition, the parent/guardian of the pupil must provide written certification from the physician that the pupil has a potentially life-threatening illness and is capable of, and has been instructed in, the proper method of self-administration of medication.
4. The medication must be brought to the school nurse by an adult in the original container, properly labeled with the physician's name, child's name, drug, and dose schedule by the authorizing physician or pharmacy. The nurse may verify the prescribed medication with the physician.
5. The school physician may review the medication orders of the private physician.
6. Medication authorization is effective for the school year for which it is granted and must be renewed annually.