

Edina Public Schools Health Services

MEDICATION AT SCHOOL

Whenever possible, the parent or guardian should make arrangements so that it is not necessary for school personnel to administer a medication to a student. However, there are cases when a student's health could be compromised by not getting medication during school hours. When sending any prescription or nonprescription medication to school, parents must send each year:

1. **Written parent permission** authorizing school personnel to administer medication.
2. **A written order from the physician** indicating the necessity of any medication (prescription or over-the-counter), including dose and how often it can be given. The physician may fax the order to the school.
3. **The original labeled container** of the medication. For prescription medication the pharmacist will supply a duplicate labeled container so one can be kept at home and one can be kept at school. Each container should have the phone number of the pharmacy, student's name, physician's name, medication's name, dosage, time to be given, and route (oral, inhaled, etc.).

Storage: Medication to be administered at school is to be kept in the Health Office. Exceptions are students who may carry an asthma inhaler or an epipen, if they have a written doctor's order and written parental permission to do so, and have demonstrated to the school nurse competency in administration. Other special requests may be discussed with the Licensed School Nurse.

Half Tablets: Health Services Staff is not responsible for breaking tablets in half. This will not be done at school. When there is a physician order to give one-half of a tablet, please talk with your pharmacist.

Field Trips: If your child takes daily or as-needed medication, you will be receiving a form to complete indicating whether or not there is a need for this medication on field trips. Health Services staff do not routinely accompany students on field trips and a teacher may be responsible for administration of medication.

Standard Medications: Health Services Staff will administer only medication that is listed and described in the Standard Physician's Desk Reference (PDR).

Nebulizer Treatments: When nebulizer treatments are required, special arrangements must be made in advance with the Licensed School Nurse.

Thank you for your cooperation on these medication procedures. The intent is to insure safety and good health for your child.