



Envision Science Academy

Medication Policy

Health Information:

Parents/guardians should complete the necessary health forms detailing the nature of a student's allergies or other medical conditions at the beginning of each school year. A student's medical plan will be kept on file in the Nurse's Office for the current school year. This form will also be updated each school year.

Medications:

- Medications (both prescription and over-the-counter with the exception of hand lotion and chapstick) will only be distributed to students if a signed, detailed physician's order form and parent form is completed and on file with the School Nurse for each medication **each school year**.
- Medications and necessary forms must be turned in by a parent/legal guardian only. They may not be turned in by a student.
- Medications will be administered in the nurse's office by the school nurse or school personnel that have been trained to administer medications.
- **Self-carry:** If the physician and parents agree, certain medications (asthma inhaler, EpiPen, etc) can be carried by the student. In this case, the physician will need to complete the physician's order form (including the back page). Additionally, the parent/guardian and student must meet with the nurse prior to the student self-carrying. Students must demonstrate the ability to use the medication correctly.
- **Field Trips:** If a student is attending a field trip that extends outside the scope of the typical school day and the student requires medication that would otherwise be given at home, a physician's order form, parent permission form, and the medication must be turned in to the school nurse by a parent/guardian prior to the field trip.
- **At the end of the school year:** Medications will need to be picked up by student's parents/legal guardians by close of school on the last day of the current school year. If medications are not picked up by then, they will be properly disposed of.