



BROWNSBURG COMMUNITY SCHOOL CORPORATION

HEALTH SERVICES

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Parent(s) and or Guardian(s):

This letter is intended to provide you with guidance on the procedure of medication administration during overnight field trips.

You will be receiving an **overnight field trip medical consent form**. This form **must be filled out and returned to your field trip sponsor 2 weeks prior to the trip**. *This should be filled out by all families with students attending, regardless of their status on taking medication.* On this form you will see a section for daily medications. In the section for daily medications, you should list any and all medications your child will **need** to take while on the trip. You will need to provide these medications to your child's school nurse for verification a minimum of 7 days prior to the trip. They must be in a valid prescription bottle with only the amount of medication needed for the trip. Your pharmacy can provide you with an empty bottle with a prescription label if needed. Your child can bring the medication to their school nurse unless it is a controlled substance. Please note that most ADHD medication are controlled substances. In the case of controlled substances, a parent needs to bring the medication to the school nurse. If the medication is not provided to the school nurse 7 days prior to the trip, your child **will not be able to attend the field trip**.

- If the daily medication is an over-the-counter medication it will need to be provided in an unopened bottle.
- Medications will be given on the trip by a trained BCSC employee. The medication will be carried and stored by this employee.
- There is also a section on the form where you can give your child permission to take Tylenol, Ibuprofen or Tums. These medications will be supplied by the school and dosing will be based on the package instructions.
- If your child has a condition necessitates self-carry an emergency medication such as an EpiPen, Auvi-Q, inhaler, or diastat, the nurse will verify that your child has a hold harmless form on file in the clinic with permission to self-carry. Please note the condition and the emergency medication on the consent form. All BCSC chaperones are to be made aware of where the emergency medication will be kept.

We hope you have a great trip!

Stephanie Zehner, BSN, RN, CPN
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