

Woodruff High School Medication Policy

Dear Parent/ Guardian:

Please note for **ANY** medication to be administered at school, there must be a signed parent permission form and a doctor's order on file. The doctor's order may be faxed from the doctor's office, if necessary, to 864-476-7224.

No over the counter medication may be given without a parent permission form. This includes Tylenol, Advil, Aleve, Pepto Bismol, Midol, cough drops, or any type of creams or ointments.

Students who take over the counter medications should supply the medications. Medications must be given to the nurse for storage. Woodruff High School does not supply any over the counter medications.

Please note:

- *The nurse or appointed designee will administer all medications at school.*
- *All medications are stored in a secure cabinet in the Health Room. **Students may not keep any medications with them during the school day.***
- *Students should not transport medications back and forth from school. A parent should transport all medications to and from school.*
- *All medications must be in the **original labeled** container identifying the student's name, name of medicine, and dose and time to be given.*
- *For ANY medication to be administered at school, there must be a signed parent consent form on file.*
- *The school can provide **NO** medications of any kind for students.*

Please contact me with any questions regarding your child's medications. I can be reached at 864-476-7045 ex 36.8, or by email at agardner@spartanburg4.org

Thank you,

Ashley Gardner, RN
WHS School Nurse