

SCS Medication Policy EDIT FOR 2023 SY

In order to safeguard the health of our students the following guidelines apply to the administration of medications at Schaumburg Christian School.

All medications will be documented using the Google Form available on the SCS website to accurately collect information and label containers correctly. This includes prescription and as needed medication.

Management of Prescription Medication:

- Prescription medications will only be administered if they are in the original labeled bottle from the prescribing pharmacy.
- The pharmacy label must identify the child for whom the medication is requested. Medication prescribed for another child, (brother, sister, etc.) will not be shared with a child for whom it was not prescribed on the pharmacy label.
- Medications given at school should be limited to those which cannot be given at home. Medications that are ordered to be given only 1-2 times per day should be given at home in the morning and/or in the evening.
- Prescription medication requests that do not coincide with the printed dosage on the pharmacy label of the prescription bottle will require a signed or stamped fax or note from the child's physician authorizing that the different dosage be given.

Over the Counter (OTC) Medication Management:

- Over-the-counter medications will be given on a case by case basis related to presentation in the health office. If a parent sends medications for as needed use, they need to be in their original container for administration
- Over-the-counter medications will not be given on a routine basis without a completed Google form
- If a child presents to the health office with a need for over-the-counter medication to be administered, the indications noted per parent consent form will be reviewed to determine administration of said medication.

Chronic Illness Management:

- Any child who has a chronic illness that requires daily management at school (i.e.- diabetes, epilepsy, chronic kidney disease, asthma, etc.), is required to participate in a care planning meeting with the health office director prior to the start of the school year. This includes stable middle school/high school diabetics who maintain their own equipment throughout the day.

- It is also at the discretion of the parent that if a child has a *history* of a prior health condition (congenital heart issues, cancer history, etc) that could result in an emergent care or medication administration at school, they are welcome to schedule a care conference as well.
- **It is the responsibility of the parent or guardian to seek out the health office director in the event that any changes to the care plan occur.**

Asthma Management:

- For children with asthma, it is required that parents complete an Asthma Action Plan with their physician and submit it to the health office.
- Parents must supply all emergency medication for their children including inhalers, nebulizers, spacers, etc.
 - **Children with asthma may carry an inhaler only if the parent has signed and submitted a stamped or signed physician's authorization stating the child is trained in the use of the inhaler, is able to use it properly, and has the physician's authorization to do so.**

Allergy Management:

- If your child has a life-threatening allergy or a potentially life-threatening allergy, it is your responsibility to notify the child's teacher as well as the school's health care office.
 - The parent or guardian is required to complete a Food Allergy Action Plan with their physician and submit it to the health office.
 - **Epi-pens can be carried on the child's person if the parent has signed and submitted a stamped or signed physician's authorization stating the child is trained in the use of the Epi-pen, is able to use it properly, and has the physician's authority to do so.**

Diabetes Management:

- Parents of diabetic children are required to complete a Diabetic Action Plan with their physician and submit it to the health office.
- Children with type 1 or type 2 diabetes will need to submit a diabetic emergency kit to the health office.
 - The health office kit should include: snacks, glucose tablets, glucagon, glucometer with extra supplies, needles (if subcutaneous insulin via a pen is administered), extra insulin pods (if a pod is utilized), insulin vials that will be kept in the refrigerator, and/or pump supplies for site change if needed.
 - A small supply bin is needed for homeroom teachers to keep in the classroom for elementary students.

- **Parents will maintain pumps and pods outside of school to ensure they are adequately filled with insulin for the next school day so as to minimize disruptions related to blood glucose monitoring and subsequent administration of insulin**
- **Parents also agree to potentially accompany their elementary aged child for off campus field trips of elementary students. This is to assist in the management of their care needs as health office staff does not leave the premises for field trips and to support the classroom teacher.**

General Medication Information

- The SCS health care staff has the right to refuse to administer any medication (prescription or over-the counter) to any child if in their best clinical judgment, they believe that doing so would be unsafe for the student. The health care staff will contact the student's parent/guardian with any concerns.
- All medication brought to school by students must be kept in the health care office. Students are not allowed to self administer medication except as allowed by law.
- Medications brought to the health care office which need to be taken home should be picked up before 3:45 p.m. It is your responsibility to pick-up the medicine from the health care office.
- **Any medication that is dropped off at the front desk will not be accepted. All parents are required to bring their medication for inspection to the respective health offices in either the Early Education Center or the Daniel Building.**