

Moon Area School District

Medication Procedure

Whenever possible, medications should be administered at home.

If it is absolutely necessary for your child to receive medication during the school day, these instructions **MUST** be followed:

1. A written order from the attending physician on letterhead must be presented with complete instructions for administering the medicine, including any pertinent information about the child's health. This is mandatory for all medications including over-the-counter items such as Tylenol.
2. A written parental/guardian consent must accompany the medication and include the health problem which necessitates the medication.
3. The original medicine container **MUST** be properly labeled with the following information.
 - Child's name
 - Name of medication
 - Dosage of medication
 - Time medication is to be administered
4. For those students on a medication regimen year after year, a new physician's order and parental/guardian consent is mandatory at the beginning of each school year.
5. Medications **MUST** be brought to school by a parent/guardian and given to the school nurse or assistant nurse during school hours. High school hours: 7:10 am – 2:40pm, middle school hours: 7:20 am- 2:50 pm, elementary hours: 8:00am – 3:30 pm.
6. All medications must be counted and signed for by the school nurse or nurse assistant and parent/guardian each time medication is brought into school.

If the above procedure is not followed, medication **WILL NOT** be administered in school.