

New Palestine Community Schools
PARENT REQUEST AND AUTHORIZATION TO ADMINISTER
OVER THE COUNTER MEDICATION

THE FOLLOWING INFORMATION IS NECESSARY FOR ANY STUDENT TO USE
OR TO RECEIVE OTC TREATMENT/MEDICATIONS IN SCHOOL. ALL SPACES MUST BE COMPLETED.

Student Name			Grade/School
Dose	Route	Time	Medication
Reason for taking			How long medication should be taken or (school year)

- ❖ Grades K-8th: Medication MUST be brought in from home by a parent/guardian/responsible adult (age 18+). High School students may bring medication into the clinic staff except for controlled substances. The school **DOES NOT** stock medications.
- ❖ ALL medication must be in the original container.
- ❖ Over the counter medications given daily should be accompanied by a doctor's note.
- ❖ Aspirin and aspirin containing products will not be administered to students unless there is a written statement from a physician documenting its necessity.
- ❖ Children under 12 will need child strength medication unless there is a written statement from a physician allowing the child to take adult strength medication.
- ❖ Instructions on the bottle must be followed.

Signature of Parent or Guardian	Date
Home Telephone	Work Telephone

*Medication form is good only for the current school year. All medications must be picked up before the school year ends or they will be collected by law enforcement and destroyed.

*In the event of a 2-hour delay, medication will not be administered if arrival to school is after the regularly scheduled administration time.

