

Policy on Student Medications at school:

During on-line registration process, parents answer questions to provide information on their child's health issues. **Providing information does not replace a parent's responsibility of making direct contact with the Health Room Coordinator to discuss a child's health issues or any changes in health needs.**

Students may have medications available at school for the following reasons:

- Emergency medications
- As Needed medications
- Daily Medications
- Earthquake Medications

Sacred Heart School medication policy and procedure are in accordance with WA state code. WA State policy makes no distinction between prescription and/or over the counter (OTC) medications. OTC medications may be prescribed for such things as headaches, allergies, fever, sore throat, menstrual cramps etc. In WA State, all medications require written authorization **by both a physician and parent** for medications to be administered to a student.

Refer to Health Room page on website for specific explanations of what needs to be done for Severe Allergy and/or Asthma issues. Required Authorization for Medication form and Action Plan forms are posted.

A completed Authorization for Medication form is required for all medications. Parents are responsible for returning the completed Authorization for Medication form, additional Action Plans, if applicable as well as providing all necessary medications and supplies directly to the health room in original packaging.

- Submit the completed Authorization for Medication form for medication(s). Applies to all medications whether prescription and/or over the counter (OTC). Medications may be prescribed on basis of emergency, as-needed, daily or as part of earthquake emergency plan for management of diagnosis.
- Authorization for Medication form is required and must be signed by both physician and parent.
- Additional documentation such as Severe Allergy Action Plan, Asthma Action Plan, and Seizure Action Plan is required relating to diagnosis. These Action Plan must be completed and signed by both physician and parent.
- For prescription medications, all medications provided must be provided in original containers with a current prescription label attached.
- For any over the counter medications (OTC), medication must be provided in original container. Write your child's name on the box or bottle.
- Check that medications have not passed the valid expiration date.
- Provide any other supplies as needed.
- If physician has also prescribed an inhaler, the inhaler must have a prescription label attached, valid expiration date. The Authorization for Medication and Asthma Action Plan should indicate whether your child has permission to carry and self-administer his/her inhaler may be so unsupervised.
- See health room page for additional information required for students diagnosed with severe food allergies, diabetes, seizures, or other life-threatening conditions, etc.

All student medications and care plans are kept locked in the health room and administered by health room coordinator or administration staff. An inventory of medication is maintained and a record of all student medications administered. For students with severe allergies, the parents provided additional EpiPen or Auvi-Q which will be kept with required care plan/ Action Plan in the teachers' classroom emergency backpack.

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