



KANELAND COMMUNITY UNIT SCHOOL DISTRICT #302

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KANELAND COMMUNITY UNIT SCHOOL DISTRICT #302

POLICY FOR ADMINISTERING MEDICATION TO CHILDREN WHILE AT SCHOOL

A policy for administering medication to children while at school has been established following the guidelines from the Illinois Department of Human Services and the Illinois State Board of Education. The strict adherence of this policy is imperative for the safety and well-being of students and staff.

PLEASE FOLLOW THESE PROCEDURES:

1. All medication needed by the student during the day will be administered under the supervision of a school nurse.
2. The parent AND health care provider (MD, DO, PA or APN) must complete the Medication Authorization Form for both prescription and non-prescription medication except inhalers. This includes over the counter pain medication, cold or allergy medicine, etc. Inhalers with the health care provider's order written into the pharmacy label are acceptable with the completed Medication Authorization Form by the parent.
3. Medication Authorization Forms need to be renewed annually.
4. All medication will be kept in the health office. Students are not to have medication in their possession, unless written permission from the health care provider.
5. All medication must be brought to school by a parent and or responsible adult.
6. All prescription medication will be counted and verified with the parent upon delivery.
7. Medication will be disposed of after the school year, if left at school.
8. If the medication dosage or time is changed, the parent and the health care provider must submit in writing these changes to the nurse.
9. The primary responsibility for medication rests with the parent. We will only administer medication necessary to sustain a student during the school day.
10. Medication will be accepted in the original pharmacy container. Orders on the prescription container must exactly coincide with the order as written by the health care provider.
11. If a student requires emergency medication for food or insect allergy, please have your health care provider complete the Medication Authorization Form. The parent must supply the appropriate medication and complete the Medication Authorization Form.
12. The parent must administer the initial dosage of medication at home in order to observe for side effects.
13. The school district and its employees shall incur no liability except for willful and wanton conduct, as a result of any injury arising from the self-administration of medication by a student.

Student Health Services
Revised 11-10-16