



# *Wachusett Regional School District*

*Holden, Paxton, Princeton, Rutland, Sterling*

## School Health Services

### Administration of Medication Prescription and Non-Prescription

Parents are advised to give medications at home and on a schedule other than school hours, if possible. If it is necessary that medication be given during school hours, the following policy must be followed:

**The school nurse must have permission to contact the physician or dentist, if necessary.**

**Medication, prescription and non-prescription, must be ordered by a licensed physician or dentist.**

The student's parent/guardian must sign the Physician Medication Order/Parent Consent Form that gives permission to the nurse to administer medication according to regulations.

**The school nurse is responsible for the safe administration and documentation of medications dispensed in schools. It is the policy of the Wachusett Regional School District that the school nurse, in consultation with the school physician and with a parent's written permission, may delegate to designated, trained, unlicensed school personnel: (1) the administration of medication on field trips and short term special school events (This does not allow for the following medications: (a) psychotropic medications (b) "as needed" (p.r.n.) medications, unless the medication has been prescribed by a student's physician for self-medication; and (c) other than epinephrine, no other parenteral (by injection) administration of any medication); and (2) the administration of epinephrine to students with diagnosed life threatening allergic conditions when a school nurse is not immediately available. In such cases as described in (1) and (2) above, written parent permission is required. In addition, on field trips or other short-term events at which a nurse is on duty at the designated site, again with written parent permission, a member of the school staff may be allowed to transport a student's medication from the school to the designated site.**

**Parent permission requests will be made on a case-by-case basis.**

Medication must be brought to the school nurse by the parent or guardian in the original container with the original label intact. If medication is not properly labeled, it will not be given. Ask your pharmacist to provide you with an extra-labeled container to bring prescription medications to school. However, in the case of self-medicating students, students may transport and self-administer medications when a self-administration agreement has been documented.

Medications must be kept in the locked medicine cabinet in the school health office.

R8-20-03  
Parent Med Letter