

# Sturgis Charter Public School



An International Baccalaureate Diploma School

## Medication Policy

The Medication Policy has been put in place to provide a safe, consistent and reasonable approach to the taking of medication by children during school hours. Generally, medications should be given at home. Students are not permitted to have medication of any kind, including over the counter medications, in their possession during school hours, with the only exception being those students requiring EpiPens/Benadryl, inhalers, and certain diabetic medications. These students should carry these medications with them at all times; however, the appropriate forms need to be on file in the health office (see below for more details). When it is necessary that medication be taken at school, the protocol will be as follows:

### A. Non-prescription medication:

1. In order for non-prescription medications to be administered by the school nurse, parental/guardian consent is required. Please see the appropriate Emergency Medical Form to complete this authorization.
2. Non-prescription medication **only** includes Tylenol (acetaminophen), Motrin (Advil/ibuprofen), cough drops, and Tums (calcium carbonate) and only the standard doses specified below:
  - a. Tylenol (acetaminophen)-Two tablets, 325 mg each, for a total dose of 650 mg to be given no more than every four hours.
  - b. Motrin (Advil/ibuprofen)-Two tablets, 200 mg each, for a total dose of 400 mg to be given no more than every six hours.
  - c. Cough drops-one drop every hour, parent(s)/guardian(s) will be notified for excessive use as assessed by the school nurse.
  - d. Tums (calcium carbonate)-Two to four tablets as needed, parent(s)/guardian(s) will be notified for excessive use as assessed by the school nurse.
3. The school nurse is permitted to administer seven doses of each of medication named above within one school year. After the seventh dose parental consent and a physician order will be required. The school nurse will contact the parent(s)/guardian(s) to initiate this process at that time.
4. If a student requires any other over the counter medications during school hours, other than those listed above, it will be treated as a prescription medication, please see the protocol for prescription medications below.

### B. Prescription Medication:

1. In order for prescription medications to be administered by the school nurse, the Medication Order and Consent Form needs to be completed and returned to the health office. Again, some over the counter medications will be treated as a prescription. Please see number four of the non-prescription medication section above.
2. Prescription medication must be delivered by the parent/guardian to the health office. Another responsible party may be designated, provided arrangements are made with the nurse in advance. The medication must be in the prescription or original bottle.

Please ask the pharmacist for a duplicate bottle for school field trips. For safety reasons, no more than a 30 day supply should be delivered to the school nurse unless other arrangements are made in advance. The information on the bottle must match the information on the Medication Order and Consent Form.

3. For more specific instructions regarding EpiPens, Benadryl, inhalers, and diabetic medications see the sections below.

### **C. Inhalers:**

1. Students should have two inhalers available to them for use at school; one for the health office and one for the student to carry. However, the Medication Order and Consent form needs to be completed with the appropriate permissions to carry and self-administer his/her inhaler.
2. In the event that a student is prescribed an inhaler for the first time, the student may not carry and self-administer the inhaler until approved by the school nurse and the prescribing physician.
3. The Asthma Action Plan, available on the health office page of the school website, needs to be completed and returned the school nurse.

### **D. Diabetic Medications:**

1. Physician orders are required for insulin, glucose tabs and glucagon. The Diabetic Health Care Plan, which can be found on the health office page of the school website, also needs to be completed by parent/guardian in conjunction with the school nurse.
2. Students with diabetes should carry with them at all times blood glucose testing supplies, insulin and administration supplied, glucose tabs and/or other agents for hypoglycemic management.

### **E. EpiPen and Benadryl**

1. Students with severe allergies should be carrying their EpiPen and Benadryl with them at all times for their safety. In the event that the student's physician does not want him/her to be carrying their medication, please contact the school nurse.
2. The Allergy Action Plan, which can be found on the health office page of the school website, needs to be completed by the health care team (including the physician, parent, and student) and returned to the school nurse prior to the start of the school year.