

## Lynden Christian School

### GUIDELINES FOR PARENT/GUARDIAN REGARDING ORAL MEDICATIONS AT SCHOOL

The district is authorized by RCW 28A.210.260-270 and RCW 18.71.030(3) to administer prescribed oral medication to students during school hours or while students are in the custody of the district. The district will authorize its employees to administer prescribed oral medication to students ONLY when the student requires such medication in order to attend school, or when the student is susceptible to a predetermined life-endangering situation.

#### IF MEDICATION IS TO BE GIVEN AT SCHOOL, THE FOLLOWING MUST BE FOLLOWED:

1. An Authorization for Administration of Oral Medications at School form for each medication prescribed is to be completed and signed by the child's physician. A Parent's Request for Administration of Oral Medications at School form must also be completed and signed by the parent or guardian. This applies to both prescription and non-prescription medication given at school.
2. The medication must be furnished in an original container from the pharmacy with the student's name, the name of the medication, and the amount to be given. Non-prescription medication must be furnished in the original container from the manufacturer. All medications must be in a form ready to be administered and must not require preparation by the building staff.
3. It is the parent's responsibility to deliver and maintain an adequate supply (not more than one month supply) of the medication at school. The medication may not be delivered by the child or school bus driver.
4. At the end of the year it is the parent's responsibility to pick up unused medication. Any medication left at school will be destroyed.
5. Parents will be notified if any of the medication's side effects that are listed on the Authorization for Administration of Oral Medication form are observed.
6. Physician's orders to administer medications are current until the end of a school year and must be renewed in writing with the start of each school year.
7. If the dosage of a medication changes, the school requires a new authorization form from the physician and a newly labeled container from the pharmacy.
8. The school expects your child to come to the office at the appointed time for their medication. Personnel can only administer medication in accordance with the physician's instructions and at the prescribed time.
9. In order for a student to receive medication at school, all procedures must be followed by parents, physicians, and the student. If these conditions are not met, the student's medication procedure will be reviewed and possibly discontinued.
10. When the student is on a field trip and medication must be administered, the parent will need to make arrangements with the school at least 24 hours prior to the trip.