

MEDICATION ADMINISTRATION

Dear Parents/Guardians:

Indiana State law requires that schools observe certain regulations when administering medication to students. The following procedures must be followed:

1. Over-the-counter medication requires written permission from the parent or guardian, stating the name of medication, amount of medication, the hours for administration, and the period of time medication is to be continued. It must be sent in the original container labeled with the student's name. Permission note must contain parent's/legal guardian's signature.
2. Prescription medications must be in the original container. The label will meet the requirement for physician's written order; however, the parent must either complete and sign the Student Medication Permission Slip or send in a permission note with parent's/legal guardian's signature. (Recommend no more than one month's supply.)
3. The parent/guardian shall accept the legal responsibility for the safe arrival of his/her child's medication to and from the child's school.
4. A school may send home medication that is possessed by a school for administration during school hours or at school functions with a student if the student's parent provides written permission for the student to receive the medication.

ST. PAUL'S LUTHERAN SCHOOL
STUDENT MEDICATION PERMISSION SLIP

STUDENT'S NAME _____ GRADE _____

PHONE _____

MEDICAL CONDITION

NAME OF MEDICATION

TIME AND AMOUNT TO BE GIVEN

As parent/guardian, I accept the legal responsibility for the safe arrival of my child's medication to his/her school.

****PARENT/GUARDIAN**** INITIAL HERE _____ to give permission to St. Paul's to send home your child's medications from school with him/her.

Parent/Guardian Signature and Date