

MEDICATION ADMINISTRATION AT SCHOOL

Medications, when possible, should be scheduled to be taken at home. There are times, however, when your child may require a medication to be given at school. According to TDSHS guidelines and PGISD Board of Trustee policy a medication may be dispensed to a student by school personnel provided the following requirements are met by the parent or legal guardian:

1. A medicine is to be brought to and kept in the school health office.
2. Prescription and non-prescription medicine must be in the **original container**. Prescription medicine must be in a container with the pharmacy label for that student.
3. All prescription and non-prescription medicine to be administered at school for **15 days or less** must be accompanied by a **written request** with directions, **signed and dated by a parent or legal guardian**.
4. All prescription and non-prescription medicine to be administered at school for **longer than 15 days** must be accompanied by a **written request** with directions, **signed and dated by the prescribing health care provider and the parent or legal guardian**.
5. School personnel will not give any medicine unless it is provided by you in the appropriate manner as stated above.
6. No student may have prescription or non-prescription medications in his/her possession on school grounds during school hours. **Exception for emergency medications with written authorization by health care provider and parent or legal guardian.**

All **medications** stored in the Health Office **must be picked up by parent or legal guardian** by the end of school year. Medications **will not be given to students** to transport home. Medications not picked up will be destroyed. A letter will be sent prior to end of school year.

Please contact your campus health office for any questions.