

MORRIS SCHOOL DISTRICT

MEDICATION PROCEDURES

The school nurse is the only Morris District employee permitted to give a student medication at school. No student is permitted to keep medication with him/her in school, except in special cases arranged ahead of time (in potentially life-threatening illnesses or allergies). If a student has such a condition, the parent should contact the nurse at his/her school.

A written order from the student's health care provider and written parental permission must be provided to the nurse in order for her to give a student any kind of medication at school. This includes both prescription medications (antibiotics, daily medications for chronic conditions, etc.) and over-the-counter medications (such as Tylenol, Motrin, and cough/cold preparations).

The Morris School District medication authorization form provides the required health care provider and parental permission. It must be completed and signed by both the parent and the health care provider for every medication to be given to a student at school. This is the only form that will be accepted.

A different medication authorization form is used for students requiring medication for potentially life-threatening allergies and for older students who have been deemed able to self-medicate for potentially life-threatening illnesses or allergies. These forms will be provided to the parents of those students who require them.

All medication authorization forms must be completed and given to the school nurse every school year. They may be mailed, faxed, or brought in person.

At the elementary level (K-5), all medications must be supplied by the parent. The medicine must be in the original labeled container. It will be kept in a locked cabinet in the Health Office. Of course, the required medication authorization form must accompany the medication.

In the upper grades (6-12), Tylenol (acetaminophen) is supplied by the District. All other medications must be provided by the parent in the original labeled container. The medication authorization form must be completed and signed by the health care provider and the parent in order for the nurse to give any medication, including the Tylenol supplied by the District.