

## A. Medication Policy

In order for students to receive any prescription medication during school hours the following must be followed:

1. A Medication Authorization Form for dispensing prescription medication must be completed and signed by the parent/guardian and a physician. The form contains the student's name, name of medication, the reason for the medication, the dosage to be given, along with the duration of administration and any possible side effects. This form is available from the office and online.
2. A separate written permission form is required for each medication.
3. The medication must be brought in to the office in its original container, clearly labeled with the student's name, and the directions for administering. The medication will be kept in the office in a locked box.
4. If there is a change in the student's dosage, a new medication form must be completed with the updated dose. If the medication is discontinued a written request signed by the parent must be brought in and the parent must pick up the medication within one week of the discontinuation or it will be disposed of.
5. Designated school personnel will administer the medication. No student may carry or self-administer medication of any type.
6. A student may carry and self-administer an inhaler in school. An Authorization for Student possession of Asthma Inhaler Form must be signed by the physician and parent/guardian and turned in to the school office for filing. This form is available through the school office and online.
7. A student that is required to carry and self-administer an Epinephrine Auto Injector must have Authorization for Student possession of Epi Auto Injector Form, signed by the physician and parent/guardian and turned in to the school office for filing. This form is available from the school office and online.
8. No over the counter medications will be administered unless urgent care is needed such as a sudden spike in fever. If you feel your child needs medication such as pain reliever or cold medicine an Over the Counter Medication Authorization Form must be completed and signed by the parent/guardian and turned in to the school office for filing. This form is available from the school office and online.

Be assured that we care about the health and safety of all our students at Maranatha Baptist Academy.