

### Medication at School:

The provisions of the Jefferson County Board of Education policy regarding student's taking medication at school are as follows:

1. The parents must submit a written request to the office giving the exact instructions on the administration of any medication.
2. All medication sent to school must be in a container with doctor's name, name of the medicine, the amount of medicine to be taken, and the specific time it is to be taken. The label must also clearly display the name and telephone number of the dispensing pharmacy.
3. **All medication will be dispensed by the school nurse unless he/she is absent. In the event that he/she is not at school, all medication will be dispensed in the Main Office by a trained, school board employee.**
4. Only one day's supply of medicine shall be accepted by school officials. Exceptions may be drugs which must be kept on hand in case of allergic reactions or other emergency situations and drugs which must be administered on a daily basis for extended periods of time. Students must sign the medicine sheet each time they take medication. This indicates the date and time medication is taken.
5. Students with asthma may request approval to have their inhaler with them at all times. A physician must complete the required documentation and submit it to the nurse before having the inhaler on their person.

**Aspirin, Tylenol, and other such medication will not be available in the office for student use. All medications of this type and all other "over the counter" medications must be kept in the office. They must not be kept in purses, lockers, etc. Students should not have any medication (prescription or non-prescription) in their possession without signed administrative permission. If an emergency situation arises and the school nurse is not available, Paramedics will be called.**

**It is a Class III offense for a student to have in their possession any kind of medication, prescribed, over-the-counter, or illegal.**