

**Northern Adirondack Central School
Health Office Medication Guidelines**

Dear Parent/Guardian:

In accordance with the New York State Law, the listed guidelines are to be followed by school nurses in connection with the administration of medication to students in school.

All medication given in school requires the following:

- 1) Medication must be brought in the original bottle whether it is prescription or over the counter.
- 2) There must be a written order from the doctor stating the name of student, medication to be given, time and dosage with the doctor's signature. *(below if needed)*
- 3) There must be a written request from the parent to administer the medication while the child is in school. *(below)*
- 4) A responsible person must deliver medication to school. Try to bring the amount needed to be given at school so transporting medication back and forth can be eliminated.
- 5) Parent/Guardian is responsible to notify school if any changes are to be made in the administration of medication to their child.

Please note: these requirements need to be completed and the information forwarded as soon as possible. Your cooperation is greatly appreciated.

Parental Permission for Medication Administration

Date: _____

Student's Name _____

I give my permission for the school nurse and/or NACS to administer the prescribed medications.

Signed _____

Physician's Medication Order

The above named student is to be administered:

_____ (name) _____ (dosage)

For the condition of _____.

To be administered at _____ (time) for _____ (length of time)

PHYSICIANS SIGNATURE: _____

Northern Adirondack Central High School
PO Box 164
Ellenburg Depot, NY 12935
594-3962

TO: Parents and Guardians

FROM: Julie Finley

RE: Over the Counter Products

Regulations from NYS Education Department state that no over the counter products can be used or dispensed in the school setting, unless a specific doctor's order and parental consent is on file.

NO over the counter products will be issued in the Health Office for students. Over the counter items include the following:

| | |
|-------------------|---|
| Tylenol | Bacitracin Ointment |
| <u>Advil</u> | <u>Hydrocortisone Cream</u> |
| Benadryl | Cough Drops |
| Calamine Lotion | Cough Syrup or Spray |
| Hydrogen Peroxide | Any Lotions with Additives (Vaseline Intensive Care, etc.) |

If your child routinely requires any over the counter products, by law you are required to provide a doctor's written permission and a note of parental/guardian consent along with the over the counter product. We will be more than willing to accommodate the needs of your child **with** the appropriate documentation.

Should you have any questions, please feel free to contact us.