

SCHOOL DISTRICT OF WAUZEKA-STEUBEN

**ADMINISTRATION MEDICATIONS TO STUDENTS
(PROCEDURES)**

1. Prescription drugs to be administered in the school or at a school district site/program must be supplied by the student's/participant's parent/legal guardian in the original pharmacy-labeled package and have the following information printed in a legible format on the container:
 - a. student's/participant's full name,
 - b. name of the drug and dosage,
 - c. effective date,
 - d. directions,
 - e. time to be given,
 - f. prescribing practitioner's name.

2. Nonprescription drug products to be administered in the school or at a school district site/program must be supplied by the student's/participant's parent/legal guardian in the original manufacturer's package and the package shall list the ingredients and recommended dosage in a legible format.

If the parent/legal guardian has a legitimate reason that (s)he cannot bring in medications during normal office hours (7 a.m. to 4:00 p.m. per school calendar), the form below may be filled out giving permission for a responsible adult to bring in the medications. **STUDENTS SHOULD NOT BRING IN THEIR PRESCRIPTION OR NON-PRESCRIPTION MEDICATIONS.**

The adult bringing in medications will need to show identification, sign the form below, and be a witness counting the number of prescription pills/capsules, etc. brought into the District Office.

I, _____, give my permission and authorize _____,
Parent/Legal Guardian Name Printed Print Name

Who is _____ and will be acting as a guardian to deliver my child's
Relationship: i.e. significant other, etc.

(_____) medications to the District of Wauzeka-Steuben, District Office. The medications will be supplied in the original pharmacy-labeled package. This permission will be effective for the _____ school year or until I withdraw, in writing, my permission.

Parent/Legal Guardian Signature: _____ Date: _____

Legal References: Wisconsin State Statutes §§ 118.29, 118.291, and 121.02(1)(g) Wisconsin Adm. Code N.6.03(3); 946.10, 946.12, 946.13

Cross References: Medication Consent forms, Medication Administration Incidents Report, Policy 443.4 Student Alcohol and Other Drug Use, Policy 453.1 Emergency Nursing Services, Policy 453.4 Rule – Administering Medication to Students

Adoption Date:

Date Revised:

Date Reviewed: