

MEDICATION POLICY

In compliance with Massachusetts General Law and for the safety of our students, this medication policy has been written and will be strictly enforced.

The policy for administration of medications, whether **prescribed or over-the-counter**, during school hours, is as follows:

Medication to be given at school must be accompanied by a medication permission form signed by the physician/licensed prescriber and parent/guardian. For short-term medications such as antibiotics, the prescription bottle is acceptable for a physician/licensed prescriber's order and the medication permission form or a written statement by the parent is also required.

*Medication must be supplied by the parent/guardian in the **original** pharmacy container. (Please ask your pharmacist to provide a second container and send only the amount of medication needed for school.) This label **must** contain the following information: the student's full name and age, medication name, physician/licensed prescriber's name, date of prescription and prescription number, dosage and time of administration at school.*

It is Learning Prep School's policy to consult with the student's physician/licensed prescriber if a prescribed medication exceeds the FDA recommended maximum daily dose.

For the safety of all students, students are not permitted to be transporting medication to and from school, with exceptions of EpiPens, inhalers, insulin and pancreatic enzymes. Medication needs to be hand delivered by a parent/guardian or a responsible adult in the original pharmacy container, which is in a sealed envelope addressed to the school nurse. If another responsible adult is delivering the student's medication to school, please be sure to call ahead and notify the school nurse. Medication is locked in the medicine cabinets and administered by the school nurse or designated, trained staff member.

All medication orders must be for treatment of a specifically diagnosed medical need and must be renewed at the beginning of each school year.

It is the parent/guardian's responsibility to contact the school nurse should the dosage of medication be changed during the school year. In addition, a new physician/licensed prescriber's order will be needed noting the dosage change.

The parent/guardian may retrieve the medicine from school at any time and the medicine will be destroyed if it is not picked up by the close of the school year.

Students will not receive any medication during school hours unless all policies are in compliance.