



MEDICATION ADMINISTRATION

Dear Parents/Guardians:

Indiana State Law requires that schools observe certain regulations when administering medication to students. The following procedures must be followed:

1. Over-the-counter medication requires written permission from the parent or guardian stating the name of medication, amount of medication, the hours for administration, and the period of time medication is to be continued. It must be sent in the original container labeled with the student's name. Permission note must contain parent's/legal guardian's signature.
2. Prescription medications must be in the original container. The label will meet the requirement for physician's written order; however, the parent must either complete and sign the Student Medication Permission Slip or send in a permission note with parent's/legal guardian's signature.
3. The parent/guardian shall accept the legal responsibility for the safe arrival of his/her child's medication to and from the child's school.
4. Reitz Memorial High School may send home medication that is possessed by the school for administration during school hours with a student if the student's parent provides written permission for the student to transport the medication home.

STUDENT MEDICATION PERMISSION SLIP

STUDENT'S NAME _____ GRADE _____
PARENT/GUARDIAN'S NAME _____ PHONE _____
MEDICAL CONDITION _____ NAME OF MEDICATION _____
TIME TO BE GIVEN _____ AMOUNT TO BE GIVEN _____
DURATION OF TIME MEDICATION IS TO BE CONTINUED _____

As parent/guardian, I accept the legal responsibility for the safe arrival of my child's medication to his/her school.

****PARENT/GUARDIAN****

_____ INITIAL HERE to give permission to Reitz Memorial High School to send home your child's medications from school with him/her.

Parent/Guardian Signature

Date

of pills brought in

PLEASE RETURN TO SCHOOL NURSE