IMPORTANT MEDICATION ADMINISTRATION POLICY

Brunswick’s Headmaster and school nurse recognize the desirability of making adjustments to meet the health needs of individual students, but medication should not be administered during school hours if it is possible to achieve the desired effects by home administration during other than school hours. Therefore, medications can be administered (other than self-administration) at school Monday through Thursday between the hours of 8:00 a.m. and 3:00 p.m., and Fridays between 8:00 a.m. and 12:30 p.m.

1. No medication will be administered without the written order of a physician or dentist and the written authorization of the parent or guardian of the child. It will only be given to the student for whom the prescription was written. Each medication requires a separate form. For those medications taken regularly throughout the school year, the order must be renewed (i.e., new form) on a yearly basis. **All medication must be brought to the school nurse by the parent or guardian in the original pharmacy labeled container. THE PARENT MUST ADMINISTER THE MEDICATION UNTIL THESE ARE SATISFACTORILY MET.**

2. Medication must be administered by the school nurse or by a division head or a teacher who is trained and supervised by the school nurse. Connecticut State Law forbids other school personnel from dispensing or administering medication to students including non-prescription drugs.

3. Older (5<sup>th</sup> grade through 12<sup>th</sup> grade) children may self-administration Inhaler medication but only under the general supervision of the school nurse, with the written authorization of a physician (M.D. or D.O.) and written permission of the parent. The medication is to be transported and maintained by the student and used appropriately according to label directions.

4. No other Self-administration of medication is permitted.

5. All medications that is necessary and needs to be administered on field trips or overnight sport activities requires written authorization by a physician and written permission of the parent.

6. Narcotic and /or ADHD, ADD medication must be kept and administered from the Division Nurse’s Office

6. **Medications administered at school** also require a written physician
authorization to **discontinue** the medication or to make changes on existing medication orders, i.e., dose, time, amount of medication to be given.

Please refer questions to your Division Nurse:

Cheryl Renn, Maher Avenue

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