

Holy Family Elementary Medication Form

IF MEDICATION IS TO BE ADMINISTERED AT SCHOOL, PLEASE COMPLETE THIS FORM AND SEND IT WITH THE MEDICATION, OR BRING IT BY THE SCHOOL OFFICE! THANK YOU!

REQUEST FOR MEDICATION TO BE ADMINISTERED DURING SCHOOL ATTENDANCE

Name of Student: _____

School: _____ Grade: _____ Teacher: _____

Medication Name: _____

Dosage/Amount to Administer: _____ Date Medication is to Start: _____

Reason for Rx: _____ Time of Day Med is to be Given: _____

Anticipated number of days to be administered at school: _____

Because HFE does not have a school nurse, we highly recommend that students needing antibiotics get on a routine of taking these medications before and/or after school. If a student needs an antibiotic 3 times a day, please schedule the first before school, the second after school, and the last before bed. We occasionally get an overwhelming amount of medications brought in and it would assist us greatly if we only have to administer medications if absolutely necessary during the school day. **It is up to your child to remember to come up for his/her medicine.**

It is the parent/guardian's responsibilities to:

- Complete, sign and return the school Medication Release Form, located in the office. A separate form is needed per medication, and the form is needed for both prescription and non-prescription medications.
- Bring in any medications in the original container that includes the student's name, medication name, unit dosage, and instructions. If the medication is a prescription, the child's physician and pharmacy's information should be included as well.
- Specify the exact time a medication should be given if necessary, and make note of any other instructions for the staff to be aware of.
- We also strongly encourage parents/guardians to bring the medications directly to the school office in person so it does not get misplaced in bookbags.
- Be aware that Holy Family does not have a school nurse, therefore office staff and classroom teachers will both need to be made aware if you have any changes to medications and/or routine through parent/guardian contact. Please call the school if you have any questions, concerns or changes you need to make.
- We strongly encourage your child carry their own germ-x, small lotion and chapstick in their school bags during the school year, particularly for the winter months when dry skin and chapped lips are common. We do not have enough supplies to give to students individually. They may also keep a small bag of cough drops in their school bag with your permission if you give a note to the classroom teacher.

Parent Signature

