

MARION SCHOOL DISTRICT 60-3	NEPN Code: JLCD-R
STUDENT POLICIES & REGULATIONS	

REGULATIONS: PRESCRIPTION MEDICATIONS

1. The Superintendent of schools shall designate the staff members who will have the responsibility to implement the guidelines of this policy.
2. Prescription medications brought to school shall be in pharmacy labeled containers, including the student's name, the name of the drug, dosage to be taken, name of the physician, and the date of prescription. The parent needs to complete the "Parent Request For Assistance with Medication Form". In the event that written permission is not received from the parent, medication will be given for one day only, upon telephone consent.
3. All prescription medications must be brought to the Administrative Office of the school, placed in the custody of the principal, and stored in a locked location.
4. It is the responsibility of the child to come to the office to take the medication. The child shall be supervised by the school personnel when taking medication.
5. A "Daily Medication Record Form" shall be maintained. Recording should be done immediately after medications have been taken.
6. Each school shall maintain the "Parent Request For Assistance With Medication Form" and the "Daily Medication Record Form". Parent request and recording forms will be retained for one school year and then they will be destroyed.

REFERENCE: SDCL 36-9 – Nurse Practice Act

REGULATIONS: NON-PRESCRIPTION MEDICATIONS

The school discourages the use of non-prescription, over the counter medication at school. Whenever possible, non-prescription medication should be given at home.

School personnel shall not provide medications for student use.

ELEMENTARY AND SECONDARY:

Students shall be allowed to take non-prescription medications providing the following are met:

- A. Non-prescription medication shall be brought to school in the original container, including the student's name, name of the medication, dosage to be taken, and time scheduled to be taken.
- B. Non-prescription medications shall be accompanied by written permission from the parent requesting that the child be allowed to take the medication. In the event that written permission is not received from the parent, medication can be taken for one day only, upon telephone consent.
- C. All non-prescription medication must be placed in the custody of the principal and shall be stored in a locked location.
- D. It is the responsibility of the child to come to the office to take the medication. The child shall be supervised by the school personnel when taking medication.
- E. A daily medication record shall be maintained. Recording should be done immediately after the medication has been taken.
- F. The school district shall maintain the "Parent Request For Assistance With Medication Form" and the "Daily Medication Record Form" in the main office. These documents will be maintained for one year and then they will be destroyed.

REFERENCE: SDCL 36-9 – Nurse Practice Act

1st Read: November 14, 2011

2nd Read: December 12, 2011

Approved: December 12, 2011