

**CHAMBERSBURG AREA SCHOOL DISTRICT
SCHOOL HEALTH SERVICES
MEDICATION GUIDELINES**

The Chambersburg Area School District recognizes that parents have the primary responsibility for the health of their children. Although the District strongly recommends that medication be given in the home, it realizes that the health of some children requires that they receive medication while in school. **For the safety and protection of your child and all other students, School Health Services strongly recommend that the parent/guardian deliver medication to the school.**

Parents should confer with the child's physician to arrange medication time intervals to avoid school hours whenever possible. When medication absolutely must be given during school hours, certain procedures must be followed:

1. Students will report to the school nurse's office for supervision of self-administration of medication by the school nurse or designee.
2. Medication will be kept in a secured area designated by the school nurse.
3. Any medication to be taken during school hours must be delivered directly to the school nurse or designee. The Prescription or Non-Prescription Medication form must accompany medication (see below).
4. The school nurse or designee will supervise the student's self-administration of all medications.
5. Students are not permitted to have medication in their possession while in a school building without a written directive from their physician. Inhalers or anaphylactic injection kits would be eligible for this exception; oral medications would not.
6. Any medication ordered "TID" (three times a day) by a physician would not be self-administered at school unless the physician writes a specific time for the dosage to be taken at school.

PRESCRIPTION MEDICATION:

1. Both the physician and parent/guardian must complete the Prescription Medication form.
2. A medication log will be kept for any student receiving prescription medication during school hours. The school nurse or designee will maintain the medication log.

3. The nurse or designee and a witness will discard unclaimed medication at the end of each school year.

NON-PRESCRIPTION MEDICATION:

1. For all non-prescription medication that is to be taken during school hours, the parent/guardian will submit a copy of the Non-Prescription Medication form. The medication must be brought to the school in the original container labeled with the student's name, dosage and frequency/time to be given.
2. A medication log will be kept for any student receiving non-prescription medication during school hours. The school nurse or designee will maintain the medication log.
3. The nurse or designee and a witness will discard unclaimed medication at the end of each school year.
4. The nurses of the Chambersburg Area School District may give or apply non-prescription medication according to the school Physician's Standing Orders.