

## MEDICATION GUIDELINES

It is the policy at Sacred Heart Schools and the State of Illinois that **children do not have medications in their possession** unless approved by their physician. There have been many incidents of incorrect dosages, sharing of medications, overdoses and other medication related problems in schools throughout the United States to convince us that it is not safe.

- If your child needs medication on a regular basis, you may send the medicine to the nurse's office with the medication form signed and dated. Medication forms are mailed to you prior to the school year or may be downloaded from our school website.
- All **prescription medicines** must be in the **original container** with the child's name, medication name, dose and administration instructions, accompanied by the medicine dispensing form, **completed and signed by the prescribing physician**. Information on intended effects and possible side effects must be included with the medication.
- All other **medicines** must also be sent in **the original containers** accompanied by the medicine dispensing form **completed in full by a parent/guardian**.
- If a student is found with any kind of medicine, you may be asked to come to the school to collect it. If your child has asthma, he/she may receive permission to carry an inhaler. The student must have a written statement signed by the licensed prescriber and the parent/guardian verifying the necessity and student's ability to self-administer the medication appropriately.
- We will dispense the following medications with parent/guardian signed permission on the medication dispensing forms.  
*Acetaminophen (Tylenol, Tempura)* - for headaches not associated with injury  
*Ibuprofen (Advil, Motrin)* - fever and dysmenorrhea  
*Cough and sore throat lozenges* - not associated with any signs of infection  
*Antacid tablets* - for simple indigestion, not associated with nausea, diarrhea or other non-specific abdominal symptoms.

All students are assessed prior to dispensing any medication. Primary and Lower School parents will be contacted before administration of medication. Middle School parents will be contacted when 2 or more doses are requested for headache in 1 school day or over a two day period; persistent sore throat or cough; fever and any other signs of illness that might need further intervention. The school nurse or other designated administrators will dispense medications.

**Medicines not delivered in the above way will not be dispensed.** If your child is presently taking any medications on a regular basis, please let us know; this will help us better serve your child's needs. Do not hesitate to call the school nurse with questions or concerns.

