

# William S Hart Union High School District

21380 Centre Pointe Parkway, Santa Clarita, Ca 91350

---

## Prescribed Medications at School

A student required to take medications during regular school days that has been prescribed by a physician may be assisted by the District nurse, the health assistant, or other designated school personnel if the School District receives a written statement from the physician and the parent or guardian. Medication includes over-the-counter medication.

It is the practice of the Wm. S. Hart Union High School District that no employee may give medication of any nature to a child. However, under special circumstances when school attendance of a child is contingent upon uninterrupted medication necessitating a dose during the school day, and when the physician having responsibility for the medical care of the child makes a specific recommendation, an exception may be made. In such a case the following procedures must be followed:

1. Deliver to the school a medication form or written statement from the physician detailing the method, amount, and time schedules the specified medication is to be taken.
2. Provide a written statement from the parent or legal guardian requesting the School District to assist the student according to the physician's statement.
3. Assure that each medication is in its original container, clearly labeled, with the pupil's full name, the physician's name and phone number, the name of the medication, dosage, schedule, and date of expiration of this prescription.
4. Inform the school when any medication change is made. This includes a change in the type or nature of medication, as well as a change in the dosage of medication.
5. Deliver to the school nurse or health assistant only the medication to be administered. The parent or guardian should carefully monitor the amount of medication which is sent to school, and when that medication is running low, should make arrangements to replace it.
6. The use of durable medical equipment for student transport such as wheelchairs, crutches or scooters, during school hours must be accompanied by a physician's note stating the reason and duration of the use of equipment on school grounds for the safety of students and staff.
7. If appropriate and approved by the District nurse, provide a self-administration medication form or written statement from the parent/legal guardian and physician which authorize the student's self-administration of an emergency medication (Epi-pen or inhaler only).
8. Under no circumstances will school personnel be responsible for obtaining medication for any student.
9. This procedure was established to protect your child and to avoid the sharing of medication among pupils.

Please direct questions to your school principal or to the School District nurse