



## POMONA UNIFIED SCHOOL DISTRICT HEALTH SERVICES & PROGRAMS

### MEDICATION ADMINISTRATION DURING FIELD TRIPS

Field Trips require planning and preparation to ensure the safety of students that require medications.

In order to accomplish safe planning and preparation the School Nurse must be notified a minimum of two weeks prior to the field trip.

School Nurse and Health Services Assistant assist with the following:

1. School Nurses
  - a. Review guidelines, procedures, and side effects of medications with staff for students that require medications
  - b. Coordinate with school-site principal when additional staff need to attend the field trip to assist students needing medications and procedures
2. Health Assistants
  - a. Prepare and provide medications and documents, for the field trip, and give to the teacher

See Section 3, **pages 23-26**, for a complete description of medication procedures during field trips