

SCHOOL NURSE/MEDICATION PROCEDURES

Teachers and other non-administrative school employees, except school nurses, shall not be required to administer medication to students. Administering medication during school hours or during school-related activities is discouraged unless it is necessary for the critical health and well-being of the students.

All prescription medication dispensed at school must be prescribed by a licensed prescriber. Each dose of medication given will be documented. Effectiveness or side effects will be assessed and documented. A written order for the medication must be obtained from the student's licensed prescriber. All medications must be brought to school by an adult.

Medications may be administered by the nurse or an assigned designee during school hours provided that the following conditions are met:

1. Prescription medication must be brought to school in the original package or pharmacy labeled container. The label must clearly display the child's name, medication name and number, dosage, administration route and other directions, name of prescribing physician, and pharmacy's address and phone number.
2. There is written permission from the parent requesting the nurse to administer the medication and giving the nurse permission to contact the physician or dentist should there be questions or concerns regarding the medication.
3. The medication administered will be recorded by the nurse and retained in the nurse's log sheet and file.
4. Non-prescription drugs shall be brought to school by an adult and stored with the manufacturer's original label indicating the ingredients and the student's name affixed to the container. Written permission by a physician and the parent is also required.
5. A locked storage space and refrigerator is provided for medications in the nurse's area.
6. During field trips, the needed medicines will be clearly marked with the student's name and proper dosage and will be provided to the teacher for administration.
7. The parents/guardians agree to hold harmless High Mount School District 116, its employees and agents, either jointly or severally, from and against any and all claims, damages, causes of action or injuries, incurred or resulting from the administration of said medication. Forms will be available in the office.
8. Please contact the nurse if you have questions regarding medications.

PHYSICALS: (STATE OF ILLINOIS REQUIREMENTS)

Pre-Kindergarten: Health physical/lead levels (upon entry into the program)

Kindergarten: Health physical/lead levels, Dental, Vision

Grade 2: Dental

Grade 6: Health physical (can be used for athletics), Dental

Grades 5-8: All students who participate in an athletic activity must have a sports physical on file

Students in pre-K, kindergarten, and grade 6 will be excluded from school if proof of a health physical is not submitted by October 15.

Students in grades kindergarten, grade 2, and grade 6 will have their report cards held if proof of a dental examination is not submitted by May 15.

NOTICE OF MANDATED VISION/HEARING SCREENINGS:

Vision and hearing screenings will begin in late September/October. All students in early childhood, pre-k, kindergarten, grade 2, grade 8, special education, new students, and any requests/referrals will have their vision screened. Hearing screenings will be conducted on all students in early childhood, pre-k, kindergarten, grades 1-3, special education, new students, and referrals/requests. Please note that these screenings are not substitutes for evaluations performed by doctors.