

GUIDELINES FOR TAKING MEDICATIONS IN SCHOOL

EVERY EFFORT SHOULD BE MADE TO GIVE MEDICATION AT HOME

The following medication guidelines are used by the Hollidaysburg Area School District. These guidelines enable the school health staff to provide the best possible service to your child.

1. Whenever possible, medication should be given at home.
2. The first dose of all new medication must be administered at home.
3. The following scheduled medication times are not given at school and should be given at home:
 - a. Once a day
 - b. Twice a day (before & after school)
 - c. Three times a day (before school, after school, & bed time)

Medications that are ordered four times a day will require one dose to be given at school.
4. In order for any prescription medication, over-the-counter medication, or herbal remedies to be given at school, the medication must be accompanied by the completed medication Authorization Form (see reverse side).
5. The school nurse will call the prescriber as allowed by HIPAA if a question arises about the child and/or child's medication.
6. Acceptable amounts of medication to be stored at school:
 - a. 1 week supply for acute (short-term) illness
 - b. 2-4 week supply for chronic (long-term) conditions.
7. All prescription medication must be in the original pharmacist labeled container. Non-prescription medication must be in the original sealed container with the label intact. It is also important to make sure the bottle has a current expiration date on it. Staff may not dispense outdated medication.
8. A parent/guardian or another responsible adult must bring any medication to the nursing office. Medication is to be delivered to the Nurse's Office upon student's arrival at school.
9. All medications are kept in the Nurse's Office in a locked cabinet. The nursing staff will attempt to notify parents/guardians in advance when the child's medication supply is getting low.
10. If your child takes medication in the morning at home, it is important to give it at the same time every day. If your child is coming to school late due to an appointment or a delayed school opening, the morning dose should be given as usual because the school dose will be given at the time ordered. Any deviation from the scheduled time may require a new order.

STUDENTS ARE NOT PERMITTED TO CARRY ANY TYPE OF MEDICATION WHILE AT SCHOOL

ELEMENTARY SCHOOL FAX NUMBERS:

C.W. LONGER 814-695-5091

FOOT OF TEN 814-695-3753

FRANKSTOWN 814-696-4833

SECONDARY SCHOOL FAX NUMBERS:

JUNIOR HIGH 814-693-3907

SENIOR HIGH 814-696-0167