





Dear Parent/Guardian:

We recognize that students may need to take either over-the-counter or prescribed medications during school hours to maintain their health. California Education code Section 49423 defines certain requirements for the administration of medication at school:

*“...any pupil who is required to take, during the regular school day, medication prescribed for him/her by a physician, may be assisted by the school nurse or other designated school personnel if the school district receives: (1) a written statement from such physician detailing the method, amount, and time schedule by which such medication is to be taken; and (2) a written statement from the parent/guardian of the pupil indicating the desire that the school district assist the pupil in the matter set forth in the physician’s statement.”*

Students are not permitted to carry medications at school, or at school sponsored field trips or events, except for prescribed inhalers or Epi-pens.

**All medications, including over-the-counter medications, must be prescribed by a physician, NP, or PA to be administered at school. Over the counter medications include such items as cough drops, throat lozenges, Midol, Tylenol, Ibuprofen and aspirin.**

Medications may be taken at school if the following conditions are met (these regulations also apply to Epi-pens and inhalers carried by the student):

1. The school must have on file the Medication at School
2. Bring the medication to school in the original container clearly labeled from the pharmacy.

It is important that the parent have a container at home with the correct dosage, and a separate container for the school properly labeled. Whenever possible, we encourage you to work out the dosage schedule with the doctor so that medication is not given during school hours.

Students will be responsible for remembering to come to the office at the correct time to get their medication. The office staff will not be responsible for reminding the student.

At the beginning of each school year, upon entry to a school, or when a new medication, dosage or other change is prescribed, a ‘Medication at School’ form must be completely renewed.

Thank you for your cooperation.

**\*\*\* Side 2 MUST be completed by a Physician, before medication can be administered!**

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