

Urbana School District #116
Fax: 217-337-4973

The district will limit its dispensation of medication to cases where failure to take prescribed medication could jeopardize the student's health and/or education and where it is not possible for a parent to administer the medication and the medication cannot be prescribed in doses scheduled for before and after school hours.

Parent help and consideration is essential for the safety of children who must receive medication while at school.

1. All medications, including non-prescription drugs, given at school shall be prescribed by a physician. A School Medication Authorization Form must be carefully completed each school year. **THE PHYSICIAN MUST SIGN THE FORM and a PARENT OR LEGAL GUARDIAN MUST SIGN THE FORM.**
2. A separate form is required for each medication.
3. Students are not allowed to carry any medication on their person. Exceptions will be allowed for students requiring asthma medications and/or an epinephrine auto-injector providing the appropriate documentation from parent/guardian and physician has been received.
4. Any change in medication dosage or administration shall have written authorization from the prescriber.
5. Prescription medication must be sent in the original container labeled by the pharmacy showing: student's name, name of medication, dosage and schedule of administration, date, and the prescriber's name.
6. Non-prescription medication must be in the original labeled container with the student's name affixed to the container. A medication authorization form must be completed.
7. No medication will be given at school unless the above guidelines are met.
8. All prescription and non-prescription medication must be taken to the school office by the parent/guardian where it will be kept in a locked space. Exceptions will be made for asthma medication and/or epinephrine auto-injectors. (See number 3 above.)
9. Please talk to your physician about scheduling medication to avoid school hours whenever possible. Prescription medications which are to be taken 3 times per day normally do not need to be given at school.
10. It is the parent's responsibility to pick up all unused medication before the last day of school. Any medication left a school will be disposed of by the nurse. We cannot send medication home with the student(s).

Please contact the District Nurse if you have any questions – 384-3564.

