

**NON-PRESCRIPTION MEDICATION  
ADMINISTRATION CONSENT FORM**  
Required for Non-Prescription Medications  
At School for **10 or Fewer Consecutive Days**

Dear Parent/Guardian:

To comply with our school's medication policy, please complete this form and return it to your child's school. This information will help us to be sure that the medication is given at the right time and in the proper dosage. **In order to comply with state regulations, the medication must be sent to school in its original container along with *this completed form*.** If this complete information is not provided, the school staff will not administer the medication.

Supplies of nonprescription medication (Tylenol, Midol, aspirin, etc.) will not be kept at school for occasional use by the student throughout the year, unless a physician authorization form is received.

If you have any questions, please contact the school office. Thank you for your cooperation.

Date \_\_\_\_\_ School \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Name of Medication \_\_\_\_\_ Dose \_\_\_\_\_

**Days and Times of Administration** \_\_\_\_\_

Reason for Use \_\_\_\_\_

Side Effects \_\_\_\_\_

\*\*\*\*\*

I, the parent/guardian of the above named student, have read the school's medication policy and request the medication listed above be administered to my child at school. I understand that qualified, designated person(s) will be administering the medication. I will notify the school immediately if there is a change or cancellation of the medication.

\_\_\_\_\_  
Parent/Guardian Signature



### **Over-The-Counter Medication**

Supplies of nonprescription medication (aspirin, cough syrup, cough drops, asthma inhalers, and other forms of medication, etc.) must be kept in the school office. Students are not allowed to keep medicine in their lockers or school bags at any time (with the exception of inhalers and even then a Doctor's signature must be attained in the office).

#### **If the following procedures are not followed, medicine will not be distributed:**

- Medicine **must** be in original container.
- Write your **last name** on the container.
- Complete the form "Medication Request – Non prescription" located online at [www.droughtschool.net](http://www.droughtschool.net) or in the school office.

If the Medication Request is unavailable or pending physician authorization, distribution of medication can be allowed only if the criteria below are followed:

- **Medicine must be in original container.**
- **Write your last name on the container.**
- **Send a permission slip allowing the distribution of the medicine to include the following information:**
  - a. **Date**
  - b. **Child's name**
  - c. **Name of medicine, time, and dosage given**
  - d. **Name of physician**
  - e. **Reason for medication**
  - f. **Signature of parent/guardian**