

Most Holy Redeemer Inter-Parochial School

302 E. LINEBAUGH AVENUE
TAMPA, FLORIDA 33612
(813) 933-4750

GUIDELINES for Administration of MEDICATION

NOTE: Whenever possible, medication schedules should be arranged so all medication is given at home.

1. Prescription medications and over-the-counter medications will be administered in the office when a dosage is required during school hours **ONLY if the medication and the completed PARENT'S REQUEST FOR THE ADMINISTRATION OF MEDICATION BY SCHOOL PERSONNEL form have been given to the office.**
2. Medication **MUST** be delivered to the school office in the container in which it was dispensed by the pharmacist or purchased.
3. A separate supply of medication **MUST** be kept in the school office. Medication will **NOT** be transported between home and school on a daily or weekly basis.
4. The label **MUST** indicate the child's name, name of the medication, physician's name, dosage/amount, and time/frequency.
5. If the medication requires equipment for administration (cup, spoon, dropper, etc...), the parent is responsible for supplying the equipment, labeled with the child's name.
6. The medication, with the **PARENT'S REQUEST FOR THE ADMINISTRATION OF MEDICATION BY SCHOOL PERSONNEL** form, is to be delivered to the school office by the parent or other responsible adult.
7. New **PARENT'S REQUEST FOR THE ADMINISTRATION OF MEDICATION BY SCHOOL PERSONNEL** forms will be requested periodically.
8. When medication is discontinued or at the end of the school year, medications not taken home by the parent/guardian will be destroyed.