

Grant Parish School Board
Medication Policy

1. **A parent/guardian form must be filled out and the physician must fill out and sign (not stamp) a medication order form.**
2. One form is to be used for each medication that is to be given at school. This law applies to over-the-counter medications such as Tylenol, Motrin, etc. It also applies to medications that students are allowed to carry with them such as inhalers.
3. The medicine must be brought to the school by an adult, in a prescription bottle. The child's name the medication name, dosage, and time to be administered must be on the label and match the doctor's order exactly.
4. When the medication arrives at school, an employee trained in medication administration will count it and the amount will be logged in on the child's medication count form. Both the employee and the responsible adult will sign the count form verifying the amount of medication that will be staying at the school.
5. Medication orders must be renewed each school year. Any medication ordered three times a day or less will not be given at school unless it is specifically ordered for school hours.
6. School personnel are only allowed to administer oral medications, inhalers, creams for diaper rash, and emergency medications such as Epi-pens and Glucagon.
7. The first dose of any medication must be given at home to allow for observation of possible adverse effects.
8. **NO MEDICATION MAY COME TO SCHOOL WITH YOUR CHILD ON THE BUS---**If this happens, it will not be administered to your child until a parent/guardian comes to the school and counts is in with a school employee. Once you have completed all the necessary paperwork, you must call and set up on appointment with the Grant Parish School Nurse to review the medication papers. **Do not take the medication to your child's school without an appointment because they cannot accept it until the Grant Parish School Nurse approves it.** This is a Louisiana State law.
The Grant Parish School Nurses can be reached at 627-3274 to set up an appointment.

Thank you,
GRANT PARISH SCHOOL NURSE DEPARTMENT

Dana Linzay, RN- Grant High, Grant Academy, Grant Junior High
Kim Sanders, RN- Colfax Elementary
Kay Danzy, RN- South Grant Elementary, Georgetown High School
Janis Mendenhall, RN- Verda Elementary, Montgomery, Pollock