Medications for Field Trips

For the safety of your child there are state mandated procedures that must be followed regarding medication administration at school including medications that are given on a field trip. If your child needs a medication the school does not usually give or if the field trip is overnight, it is the parent’s responsibility to provide the school with the completed permission for medication form and medication at least one (***1) week*** prior to the scheduled field trip. This allows the school nurse time to ensure everything is in order for your child’s safety. School nurses do not attend field trips. The medication will be administered by a trained designee.

# For prescription medication:

* A “Permission for Medication” form must be completed by the provider prescribing the medicine and signed by you. Forms are available at the school or on the RCPS website under Health Services. The specific dosing instructions ***must*** be completed by the health care provider.
* The proper medication ***must be brought to school in the prescription bottle correctly labeled with child’s name, doctor’s name, name of medicine and how often it is to be given***. If necessary, ask your pharmacist to prepare a bottle for the school as well as one for at home. If the medication has to be divided into ½ tablets, please have the pharmacist divide them so the proper dosage can be given.
* For all new medications, ***the first dose must be administered at home*** for close monitoring of child for adverse effects.

# For Over-The-Counter-medication:

* A “Permission for Medication” form must be signed by you. Forms are available at the school or on the RCPS website under Health Services. Separate forms are required for each medication you are allowing your child to have on the trip, each indicating the dosage to be given.
* ALL medication must be in an original, unopened container labeled with the child’s name, dosage, and time to be given. Medication will not be given without the permission form and will not be given if it is not in an original, unopened container.
* For the safety of your child, there are certain instances that may require a doctor’s order for OTC medications:
	+ If your child takes Prescription or OTCs on a regular basis
	+ Requires a dose outside of package label directions

Due to the lack of standards for use, alternative medications, dietary supplements and/or herbal preparations may not be given without a doctor’s order

1. ***Do not have your child bring the medication to school****.* A parent or other responsible adult ***must*** bring the medication to school. Please bring only the amount needed for the duration of the field trip. Once medication has been logged in at the school, the parent/guardian is responsible for picking up the medication after the field trip or at the end of the school year. Any medication not picked up will be discarded.
2. With special permission from the ***child’s physician and the parent/guardian***, a child may carry and take a self-administered rescue medication as needed (e.g., inhaler, epi-pen). The building administrator shall be notified of all students who may self-carry and administer medications. Special exceptions following these guidelines may be made at the elementary level.

If you have any questions or concerns, please contact the school nurse.

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