

## St. John's Non-Prescription (OTC) Medication Policy

Medications should be administered during school only when necessary.

St. John's Episcopal school is aware that the occasion may arise when your student may need a non-prescription medication during the school day.

Examples: Tylenol, Tums, Pepto Bismol, Dimetap Elixir, Robitussin, Neosporin Ointment etc.

St. John's Episcopal School will only administer non-prescription medications brought into school by the parent along with this completed form.

St. John's Episcopal School will administer OTC medication(s) from the Health Room under the following guidelines:

- Parents must complete and sign this form.
- A parent must deliver the medication to the front office. (St. John's will not accept medication that is brought into the school by a student.)
- Write your student's name in permanent black ink on the original medicine container.
- If desired, you may pick up the unused portion of the medication at the end of the "stop date." (All medications remaining in the health room will be discarded at the end of the school year.)

**(Please note: St. John's does not stock any medication, prescription or non-prescription, for dispensing.)**

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### Non-Prescription Medication Form

**Student** \_\_\_\_\_ **Grade** \_\_\_\_\_ **Teacher** \_\_\_\_\_

**Medication** \_\_\_\_\_

**Dosage to be Administered** \_\_\_\_\_

**Start Date** \_\_\_\_\_ **Stop Date** \_\_\_\_\_

**Frequency of Administration** \_\_\_\_\_

**Reason for Administering** \_\_\_\_\_

**Parents Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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For office use:

Received in the Health Room: Date \_\_\_\_\_ By \_\_\_\_\_