



3662 Poinsettia Ave SE, Grand Rapids, MI 49508

Tel: 616-243-6221 • Fax: 616-243-0305

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PERMISSION TO RECEIVE MEDICATION AT SCHOOL

Student Name: _____ Grade _____

Student Name: _____ Grade _____

Student Name: _____ Grade _____

Student Name: _____ Grade _____

Reason for Medication: _____

Type: Prescription Non-prescription

Form of Medication Tablet Liquid Inhaler Injection Other: _____

Must include dosage in milligrams and time to be administered

Example: Medication: Tylenol Dosage: 500mg each, 2 tabs Time: As Needed Every 4 hrs.

Medication: _____ Dosage: _____ Time: _____

Physician's Name: _____

Physician's Phone: _____

Medication must be in a labeled container as prepared by a pharmacy, physician, or pharmaceutical company and labeled with dosage and frequency of administration.

I understand that the transporting of medication to and from school will be the responsibility of the parent or legal guardian and cannot be transported to or from school with the child.

I release and discharge New Branches Charter Academy and their agents from all liability in connection with the administration of medication to my child in accordance with this authorization.

Name: _____ Relation to Student: _____

Date: _____ Signature*: _____

*If form is completed electronically and digital signature is not available, the district will treat a typed signature like a signature on paper form.

All medication must be picked up by a parent/guardian at the end of the school year. Any medication left after the school year ends will be discarded.



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21. Medication/Immunization (Excerpt from Family & Student Handbook)

Medications/Immunizations Students are not allowed to keep any type of medication in their possession during school hours. All medication should be sent to the school in a container labeled by the pharmacist. A written, signed, and dated directive from the physician must accompany any medication to be administered at school. This includes, but not limited to, over-the-counter medications such as Tylenol, Ibuprofen, lotions, creams, and aspirin. The school is only authorized to dispense bandages and water without a physician's written directive.

The academy encourages parents to arrange for students to take all medications at home, if possible. Medications will be administered at school, provided approved guidelines are followed. "Medication" includes prescription, non-prescription, and herbal medications, and includes those taken by mouth, by inhaler, those that are injectable, and those applied as drops to eyes, nose, or medications applied to the skin. Students are to register non-prescription medications in the office under the same guidelines as prescription medications.

For the safety of your child, the learning environment educator or office staff will dispense ALL medication with written permission from the parent, written physician's instructions, and administered in the presence of another adult. 1. Completed "Administration of Medication to Pupil Permission Form" and "Liability Form." 2. All prescription medication must have a pharmaceutical label (student's name, doctor's name, and type of medication and dosage). 3. A parent/guardian must bring in all prescribed medication to the learning environment educator or the front office. 4. ALL medication will be locked up in the learning environment for security purposes.

A pupil who requires the use of an inhaler for relief or prevention of asthma symptoms will be allowed to carry and use the inhaler if there is written approval from the child's physician and parent/guardian are on record at the school and provided the School Leader has been informed and has notified the child's teachers.

Individuals who administer medications will receive in-service training on policies and procedures related to this responsibility. An individual medication administration log will be kept in the student's permanent record until one year after graduation from high school.

Any adverse reaction to medication, as described on the physician's written instructions, and/or any errors made in the administration of medications shall be reported to the child's parent/guardian immediately.

State law and the local County Immunization Code require all students entering the Academy to provide evidence of having received the required immunizations for Diphtheria, Tetanus, Pertussis, Polio, Measles, Rubella, Mumps, HIB shot, Hepatitis B, and Chicken Pox or a signed statement that a child has not been immunized because of religious or other reasons. State law and local County Immunization Code prohibit the Academy from admitting children without the required immunizations.