Quakertown Community
School District

MEDICATION DURING SCHOOL HOURS

Whenever possible, parents/guardians should administer medications at home. However, we realize that at
times your child may need to take a medication during school hours. Medication(s) will be administered in
school by licensed personnel only in accordance with a written medication order by a licensed prescriber and the
written consent of a parent/guardian. This includes prescription, over-the-counter and complementary and
alternative medicines.

You, the parent/guardian, MUST complete the following and return to school nurse:

Child’s Full Name _____________________________________________________________

School ___________________________ Grade __________________________

I request that employees of the Quakertown Community School District supervise my child’s taking of
the medication listed below. I release the school district and its employees from liability for any damages my
child may suffer as a result of this request. I understand that this medication may not be shared with another
student and that such an act is a violation of the school district’s drug and alcohol policy. I give my permission
for the School Nurse to speak with the physician regarding this medication prescription.

______________________________ __________________________
Signature of Parent or Guardian Date

Prescription and non-prescription medications sent to school must always be in the original container and
stored in the nurse’s office. Whenever possible, a parent/guardian should deliver the medication to the nurse’s
office. Students may carry asthma rescue inhalers, EpiPens and diabetes supplies only with a physician’s
order and demonstrated competency to self-administer these medications.

Your physician MUST complete the following:

Child’s Full Name __________________________

Medication Prescribed ______________________________________________________

Reason or Condition ________________________________________________________

Prescribed Dosage __________________________________________________________

Time Schedule _______________________________________________________________

( ) MD to initial: I certify that it is imperative that this child carries the above medication during the
school day. This child has verbalized an understanding of when it is appropriate to administer this
medication and has demonstrated the ability to self-administer this medication.

______________________________ __________________________
Physician’s Signature Date

Physician’s Office Stamp/Telephone ____________________________________________

Revise October 2018
Dear Parent/Guardian:

If your child must take medication during school hours, a Medication During School Hours permission form must be completed. Please make every effort to plan a medication schedule so that all medications, whenever possible, are taken at home, rather than at school.

Prescription, over-the-counter and complementary and alternative medications sent to school must always be in the original container and accompanied by a physician’s written order. Parent/guardian’s written permission is always required when you send in any medication. These medications must be stored in the nurse's office during the school day. However, an exception to this requirement may be made, with a written physician’s order, for asthma inhalers, EpiPens and diabetic supplies.

Nurses are assigned to all of our schools. However, a nurse is not present in every building at all times.

The nurse will supervise the taking of the medication if we have parental written permission and the physician’s written directions.

You, the parent, have these OPTIONS if you supply and wish us to supervise the taking of “over-the-counter” medications when a nurse is NOT in the building.

1. The parent may call the nurse and arrange a schedule when the nurse is in the building.

2. The parent may come to school and administer the medication.

Please contact the nurse in your child’s school if you have questions.

Sincerely,

[Signature]

William E. Harner, Ph.D.
Superintendent

Revised September 2018