

KUNA JT. SCHOOL DISTRICT NO. 3

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**Jay W. Hummel
Superintendent**

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Administrator of Student Services**

ADMINISTRATION OF MEDICATION

BY SCHOOL DISTRICT PERSONNEL

School personnel are often asked to administer medication to children during school hours. The Kuna School District has specific policy governing administration of medication.

The chances of a student receiving the wrong medication or not receiving it at all are great when several students are needing to take medication at school.

Most medication can be given outside of school time. If the medication directions indicate “three times a day”, the medication can be given in the morning before school, after school, and at bedtime.

If the student must take medication during school hours, you need to submit an “Authorization to Administer Medication” form (reverse side of this sheet). It must be signed by a parent or guardian. The medication should be in the original container (if you ask, your druggist usually will make up the prescription in two separate bottles), or in a well-marked container. The child’s name, prescription number, doctor and directions should be written clearly on the container.

Medication will be kept in a secured area in the school office, not in the classroom. It is the student’s responsibility to come to the office at the appropriate time to take his/her medication.

If you have questions, please call the school nurse at your child’s school.

Kuna Jt. School District No. 3, Policy Handbook, Policy 561