

Tom Eastep, School Nurse

330-674-2661

Medication Procedures

If your child needs to take medication at school, to ensure safety for your child, please follow these procedures. These changes will be implemented throughout the West Holmes District.

- Parents must bring **all** medication to the school. Students **will not** be allowed to carry on the bus.
- Parents will need to fill out a medication release form, signed by the doctor, before any medication can be administered by the school. Doctor's offices can FAX this signed form to us at 419.827.2352.
- All medication **must** have child's name, medication name, and dosage on the original container.
- Medication will be locked and kept in a secure area in the office at **all** times.
- If your child needs to carry their inhaler or epipen with them, you will still need to fill out the medication release form.
- If medication has been given improperly or wasted, parents will be notified at that time.
- Please note all medication usage or medical conditions on your child's emergency medical form.

If you have any questions about this medication procedure, please call Lakeville School at 419.827.2006. Thank you for your help and cooperation.