

St. John Vianney School  
2950 Southwestern Boulevard; Orchard Park, New York 14127  
(716) 674-9232

## MEDICATION POLICY

**New York State Education Guidelines state that oral medications including non-prescription drugs, may be administered by school personnel if a parent submits a written request for medication administration.**

At St. John Vianney School, we follow the procedure below:

1. All medications to be administered during school hours (including over the counter medication and cough drops) must be prescribed by a certified medical doctor.
2. A written request must be made by the student's physician *and* the parent. The written request from the MD must state:
  - a. the specific medication to be given
  - b. the dose to be given
  - c. the time it is to be given
  - d. the duration of the treatment
  - e. the reason the medication is being given
3. The medicine should be clearly labeled in its original container, and be delivered to the school by a parent or guardian of the student. At no time is a student permitted to have medication in his/her possession.
4. Medications must be kept and administered in the health office under the supervision of the school nurse. \*Parents may come in to the school to administer medication.
5. Medication no longer required should be removed from the school by a parent or guardian of the student.

Questions regarding this policy can be addressed to the school nurse, Mrs. Susan Marmion, RN.