

Medication Administration

Oak Hall has two health clinics on campus. One is in the Lower School to meet the everyday needs of our ECLC and Lower School students. The other is located centrally on our campus, in the administration building, for Middle and Upper School students. Our clinics are managed by a team of trained health professionals, including two on-staff Registered Nurses who are well-versed in emergency and routine care. The health clinics are outfitted with emergency medical equipment, first aid supplies, and spaces for students to rest and recover as needed.

The clinics provide a place for any of our students to go if sick or injured. According to our illness policy, any student who is ill should remain at home so illness does not spread to other students, faculty, and staff. Please see our illness policy for details on returning to school after being ill. If changes to prior medical information occur during the year, please provide updated information to the school nurse.

If your child needs medication administered during the school day, a parent or guardian must fill out the Medication Authorization Form under health and wellness documents on our website. The form must be submitted to the clinic nurse along with the medication in the original packaging or prescription bottle labeled with the student's name, date of birth, name of medication, and dosage, if applicable. The student will then report to the clinic for medication administration. It is recommended that the first dose of any medication is given at home. A refrigerator is available for any medication that needs to be refrigerated. **No medications should be carried on a student's person except inhalers for asthma and/or emergency medications for allergies and/or diabetes.** Please coordinate with the clinic nurse if your student will be carrying their emergency medications on their person. This is to ensure the safety of all students and proper care of your child should a medical emergency arise.

If a student has allergies that require an EpiPen, an *Anaphylaxis Plan of Care Packet* must be completed and turned in to your division's clinic at the beginning of the year. If your student will keep an EpiPen in the clinic, please ensure this form is completed and returned with the EpiPen at the start of the year.

There are several over-the-counter medications stored in the clinic for students if needed. These include Ibuprofen (Motrin, Advil), Acetaminophen (Tylenol), Tums, Cough Drops, Bacitracin, Hydrocortisone 1%, loratadine (Claritin), Cetirizine (Zyrtec) and Fexofenadine (Allegra). Permission for students to take this medication is completed by parents before the start of school via our Data Verification Form (DVF). This can be changed at any time by contacting the clinic nurse. If a parent/guardian has authorized the administration of a said medicine, it will be provided based on the recommended dose on the stock bottle. If not authorized, the parent/guardian will be contacted. After all other non-medical attempts have been made to relieve your child's discomfort, these medications will be administered as needed. If a student is coming to the clinic multiple consecutive days or has frequent visits to the clinic requiring medication, the parent will be notified.

Please understand that medication regulation across all divisions on campus is in place to keep our students safe. In addition, no medication not stocked in the clinic will be administered without a medication authorization form on file.

With parental permission, students with inhalers or emergency medication for diabetes and/or severe allergies can carry and self-administer their own medications. Please ensure you speak with the clinic nurse and fill out the *Student Possession and Self-Administration of Medication* form to keep on file with the school. This can be found on our website under health services.