

WILSON CREEK SCHOOL DISTRICT

PO BOX 46 | 400 NAVAR STREET
WILSON CREEK, WA 98860

TELEPHONE (509) 345-2541
FAX (509) 345-2288

Date: _____,

Dear Parents or Guardian,

On an occasional basis, students require prescription or over-the-counter **oral** medication to be administered at school. We are happy to administer the medication from an authorized staff member if the following guidelines are in place:

- The parent submits a written, signed and dated authorization and the request for medication from a licensed health professional on the same authorization form. This will include instructions from the health professional if the medication is to be given for more than fifteen days. There is also a parent section at the bottom of the same form.
- The medication must be in the original container and the pharmacy label must match the physician's orders.
- The medication will be brought to the school and signed in by the parent or guardian (not the student). Please note, we cannot take more than a 30-day supply of oral pills.
- The directions for giving a medication **cannot** change without a new, correctly labeled prescription bottle, or direct order to the School nurse from the physician.
- Medications such as inhalers and epi-pens will be kept locked in the office until the Registered School Nurse has had an opportunity to assess the student and determine if the student demonstrates competence to carry and self-administer medications. All other medications may not be carried by students.
- No medication shall be administered by injection except when a student is susceptible to a predetermined, life endangering situation.
- Medications administered by routes other than oral (ointments, drops, nasal inhalers, or non-emergency injections) may not be administered by school staff other than registered or licensed practical nurses.

If you have questions, please feel free to call the office at (509) 345-2541.

Sincerely,

Sarah Kruger RN, BSN
Wilson Creek School Nurse

The Wilson Creek School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The Civil Rights Compliance Coordinator is available to handle questions and complaints of alleged discrimination. If you have questions and/or concerns please call Sally Nelson (Civil Rights Compliance Coordinator) snelson@wilsoncreek.org or Amy Hickok (504/ADA Coordinator) ahickok@wilsoncreek.org or Kirk Freeman (Title IX) kfreeman@wilsoncreek.org at Wilson Creek School District PO Box 46, Wilson Creek, WA 98860, phone 509-345-2541.

El Distrito Escolar de Wilson Creek no discrimina en sus programas o actividades por motivos de sexo, raza, credo, religión, color, origen nacional, edad, condición de veterano de guerra o grado militar, orientación sexual, expresión de género o identidad, discapacidad o uso de perro guía entrenado o animal de servicio, y ofrece igualdad de acceso a los Boy Scouts y a otros grupos de jóvenes especificados. El empleado mencionado a continuación ha sido designado para atender consultas y quejas de supuesta discriminación: Sally Nelson, La directora, snelson@wilsoncreek.org o Amy Hickok ahickok@wilsoncreek.org o Kirk Freeman kfreeman@wilsoncreek.org Wilson Creek School District PO Box 46, Wilson Creek, WA 98860, telephono 509-345-2541.