



Batavia Local School District

800 Bauer Avenue
Batavia, Ohio 45103



ADMINISTERING MEDICINES TO STUDENTS FORM

Many students are able to attend school regularly only through effective use of medication in the treatment of disabilities or illnesses that will not hinder the health or welfare of others. If possible, all medication should be given by the parent at home. If this is not possible, it will be done in compliance with the following:

1. The school nurse or an appropriate person appointed by the building principal will supervise the secure and proper storage and dispensation of medications. The drug must be received in the container in which it was dispensed by the prescribing physician or others licensed to prescribe medication. The medication should be brought to school by the parent/guardian.
2. The Medication Order Form (BLS-540) must be received from the parent or guardian of the student, requesting that the District comply with the physician's order.
3. The school nurse or other designated individual must receive and retain a Medication Order Form (BLS-540) which complies with State law and is signed by the physician or other licensed individual who prescribed the drug, to the nurse or other designated individual if any of the information originally provided by the physician or licensed individual changes.
4. The parent, guardian or other person having care and charge of the student must agree to submit a revised Medication Order Form (BLS-540), signed by the physician or other licensed individual who prescribed the drug, to the nurse or other designated individual if any of the information originally provided by the physician or licensed individual changes.
5. No employee who is authorized by the Board to administer prescribed drug and who has a copy of the most recent Medication Order Form (BLS-540) will be liable in civil damages for administering or failing to administer the drug, unless he/she acts in a manner which would constitute "gross negligence or wanton or reckless misconduct."
6. No person employed by the Board will be required to administer a drug to a student except pursuant to requirements established under this policy. The Board shall not require an employee to administer a drug to a student if the employee objects, on the basis of religious convictions, to administering the drug.
7. The student receiving the medication is to report to the principal's or nurse's office at the approved time.
8. Medication should not be kept by the student without approval of the principal or his designee.
9. A new Medication Order Form (BLS-540) must be submitted each school year.

Original-Parent/Guardian