



Student Special Services • 502 Fourth Street NE • Auburn, WA 98002

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**SUBJECT: ADMINISTRATION OF MEDICATION AT SCHOOL and  
SEVERE ALLERGIC REACTION**

In order to administer medication at school, whether prescription or over-the-counter drugs, state law and school district policy requires:

1. **An Authorization for Administration of Medication at School** form completed by parent/guardian **AND** a licensed health care provider with prescriptive authority (MD, DO, ARNP, DO, PA, DMD).
2. The licensed health care provider must include the name of the medication, the dosage, the possible risks, and the reason the medication needs to be given at school.
3. Medication must be in the original, properly labeled container, with the child's name clearly printed on it.
4. The permission and instructions are good for only one school year.
5. Medications that need to be carried by the student, such as an inhaler or EpiPen must be specifically ordered by the Health Care Provider i.e., "student to carry at all times".

**This requirement applies to all forms of medications, even over-the-counter preparations.**

Medications are stored in the health room unless otherwise directed by the student's health care provider. Please be aware that stored medications may not be available during non-school hours. If you are unable to obtain a note signed by the doctor, you must come to the school office and personally administer the medication to your student. Medications should not be brought to school by the student except for medications that are carried and self-administered (requires health care provider and school nurse approval).

**In the event your student experiences an *allergic reaction*** (i.e., to bee sting, insect bite, food, medication) at school or on a field trip, school personnel will respond in the following manner:

1. The student's condition will immediately be evaluated and first aid care given as needed.
2. If the student has a history of a severe allergic reaction, the student is required to have an EpiPen at school with the necessary paperwork from your health care provider before the student starts school.
3. 911 will be called.
4. If the parent/guardian or emergency contacts are not available for consultation and if immediate observation or treatment is urgent (in the judgment of school authorities or emergency personnel), your student will be transported by ambulance to the nearest hospital emergency room.
5. It is the responsibility of the parent/guardian to ensure the necessary emergency medications are available to their student after school hours and while traveling to, from, and during school events.

Please contact the school nurse if you have questions regarding this or any other health concern.