



Robertson

County Schools

Expect Success!

www.robcoschools.org

DEPARTMENT OF SCHOOL HEALTH
516 Hill St.
Springfield, Tn 37172
Phone 615-382-3606 Fax 615-382-2306

According to Board Policy, medications WILL NOT be provided by the school. If your child requires an over-the-counter or prescription medication, the following guidelines must be followed:

- ➡ The medicine **MUST** be brought to the school and taken to the office by a responsible adult. It **CANNOT** be brought to school on the bus or carried to school by the student. ALL medications **MUST** be in properly labeled prescription bottle, or if it is an over-the counter medication, it must be in a **new/unopened** bottle. School Personnel must be assured they are giving what the bottle says it contains. Any medication sent to school in an envelope or zip-lock bag WILL NOT be given. The adult bringing the medication to school should allow some extra time to assist the staff member receiving the medication with a pill count. This procedure is necessary to assure all medication is accounted for.
- ➡ All medication must have an appropriate form signed by the parent/guardian giving permission for the medicine to be given at school. If a physician prescribes a prescription medication, a doctor's medication order form and a permission to release information must be completed and on file in the Nurse's Clinic. These forms may be obtained at the school and are to be completed by the Physician and Parent/Guardian.
- ➡ Medications such as antibiotics which are to be administered three times a day are to be given at home on the following schedule: when the child gets up in the morning, when the child gets home from school, and at bedtime.
- ➡ Parents/Guardians are responsible for picking up any unused or remaining medications at the end of the school year. If it is not picked up, it will be properly disposed of at the end of the school year.

**THANK YOU FOR ASSISTING US IN MAINTAINING A SAFE
ENVIRONMENT WHERE CHILDREN CAN LEARN. HEALTHY
CHILDREN LEARN BETTER!
EXPECT SUCCESS!**