

School District of Wisconsin Dells
Medication Guidelines



All medications (both prescription and non-prescription) for elementary and middle school students **must be hand-delivered to the school by a parent or guardian**. High school students are permitted to bring non-controlled medications directly to the health office themselves, provided the medication is in its original container and accompanied by a signed consent form. **No student, regardless of grade level, is allowed to transport controlled substances**, and they are also not permitted to keep any medications in their backpacks or lockers during the school day.

Whenever possible, please schedule medication during non-school hours. If your child does require medication during the school day, please note the following guidelines:

- **Medication Consent Forms:** All medications require a completed and signed form. **Prescription medications** require both a healthcare provider and a parent/guardian signature. **Over-the-counter (OTC) medications** require only a parent/guardian signature, as long as the medication is age-appropriate according to the containers instructions.
- **Packaging:** All OTC medication must be brought in the original, unopened manufacturer's container. Prescription medication must be in a current pharmacy-labeled container showing the student's name, healthcare providers name, medication name, strength, dosage, time interval, and route. No medication will be accepted loose in plastic bags or unidentifiable containers.
- **Controlled Substances:** Controlled prescription medications must be counted by school staff **jointly with the parent or guardian** each time they are brought into the school office. Both parties will verify the amount and sign the medication form. Please do not bring more than a **one-month supply**.
- **Self-Carried Emergency Meds:** No student may carry or possess any medication at school. The **only exceptions** are emergency medications (such as Epinephrine, Glucagon, and Inhalers) that have been authorized for self-administration by both the healthcare provider and parent/guardian.
- **End-of-Year Pickup:** Unused medications must be picked up by a parent/guardian by the last day of the school year. Any medications remaining after the last day will be safely disposed of.

Cough Drops & Throat Lozenges (Grades K4–4th):

While we understand that coughing can be bothersome, cough drops and throat lozenges **are not allowed** at school for students in grades K4 through 4th, as they are a primary choking hazard for younger children. Instead, students will be encouraged to sip water throughout the day, which is highly effective for suppressing coughs and keeping students hydrated.

If your child needs a cough suppressant, we suggest consulting your child's healthcare provider for a medication that can be administered at home before school. If a cough is severe enough to disrupt the classroom despite medication, please keep your child home and follow up with their provider.

Our goal is to ensure the safety and well-being of all students.

Thank you for your cooperation, and have a safe and healthy school year!

Julia McAlpin, RN, District Nurse