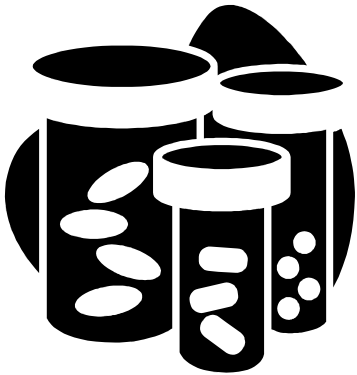


# Medication Procedures for Gaines Elementary School



It is the policy of Swartz Creek Community Schools that students are not allowed to carry any medication (including over-the-counter medication) with them to or from school. If your child needs to take medication at school, please follow the procedures listed below.

- A parent (or qualified guardian) must bring the medication to the school office. You will be asked to fill out a form that gives us permission to dispense the medication.
- The medication must be in the original container with the **doctor's name**, the **name of the pharmacy**, and the **directions for administering the medication** on the container.
- Medication that can be administered at home, should be. For example, if the directions call for the medication to be taken three times a day, then it should be taken at home before school, right after school, and before bedtime.
- Non-prescription medications may be dispensed to students after parents fill out a permission form in the school office.
- Students are permitted to carry inhalers that are prescribed by a physician for the treatment of asthma. However, a permission form signed by the parent must be on file in the school office. In less severe cases we ask that the student keep his/her inhaler in the office and go to the office to use it.



Questions? Call the school office at 810-591-1075 or 989-271-8329.