

**Parent Information Regarding  
Medication in School  
Cleveland County Schools**

For any medication your child may require during school hours:

- Your child's Health Care Provider must complete with signature the top portion of the "Request For Medication To Be Given During School Hours" form.
- The form must be completed for long-term prescriptions, short-term (2 weeks or less) prescriptions, and over-the-counter medications.
- The parent must complete with signature the "Parent's Permission" section at the bottom of the form.
- It is absolutely necessary that the form have both the Health Care Provider's and parent's signature.
- The parent may come to the school and give his/her child the required medication at the necessary time(s) until the "Request For Medication" form is completed and returned to school.
- ***Prescription medicines will only be accepted at school when brought in a pharmacy-labeled bottle. Over-the-counter drugs must be received in the original unopened container and will only be administered according to the Health Care Provider's written instructions.***
- Talk to your child's Health Care Provider about a possible schedule for giving your child's medication that will prevent having to bring the medication to school. For example, medicine prescribed three times a day can be given before school, after school, and at bedtime.
- ***School staff will only give your child's medication when the medication form has been properly completed, signed by the Health Care Provider and the parent, and when the medication has been delivered in the appropriate container. NO EXCEPTIONS.***
- Anytime the physician's instructions for giving a medication change, a new "Request For Medication" form must be completed.
- Your child may be allowed to carry asthma medication, diabetic medication, or an EpiPen® with him/her at school if you and your child's Health Care Provider agree that it is necessary and the Health Care Provider indicates for your child to do so on the "Request For Medication" form.
- Any questions? Please contact your child's school or School Nurse.