

PARIS INDEPENDENT SCHOOLS  
310 West Seventh Street, Paris, KY 40361  
(859) 987-2160

Dear Parent/Guardian,

**Please read all the information contained in this packet, fill out any forms completely and return to the school secretary or nurse the first week of school.**

Please pay attention to the consent forms enclosed. \*\*They are non-consent forms and only need to be signed and returned if the answer is no\*\*\*

There are rules and state regulations about dispensing medications. These are as follows:

**Medication guidelines/requirements that will have to be followed in order for our child to have the appropriate medications administered at school:**

1. Any medication that can be given at home **SHOULD BE** given at home (i.e. any medication that is to be given in the morning or evening should be given at home. If the medication is ordered 3 times a day it is given in the morning, after school and before bedtime). The only prescribed medication that are to be given at school are those that specify a time during school hours.
2. All medication **MUST** have a medication consent from **COMPLETELY** filled out with the correct orders matching the orders on the medication label. There is one attached to this packet for you to keep until needed.
3. All medication must be sent in its **ORIGINAL BOTTLE**. **DO NOT** send medications in a zip lock bag, old medicine bottle or wrapped in a piece of tissue, etc. They **CANNOT** be given.
4. All medication must have a **CURRENT** date. Nothing expired may be accepted.
5. Any OVER-THE-COUNTER (OTC) medication has to follow the **SAME REQUIREMENTS** as prescribed medications. Over-the-counter medications are Tylenol, Tums, Ointments, etc.
6. Any OVER-THE-COUNTER medication (OTC) may **ONLY** be given 3 consecutive days in a row **WITHOUT** the physician's order. If the medication is needed more than 3 days you **MUST** obtain a consent form from your school and have your physician sign it.
7. The school may **NO** longer provide Tylenol or any other medication to give the students.
8. First doses of medications **MAY NOT** be given at school. Make sure they have had the first dose at the doctor or at home.
9. If the doctor changes the medication order in any way, a **NEW** medication **CONSENT** form **MUST BE** filled out with the correct information for your child to receive the medication.
10. Any remaining medications at the end of the school year must be picked up by the last day of the school year. Any that are left will be properly destroyed.
11. Students shall not share any medication with another student.

**Self-Carry Medications:**

1. The school nurse or secretary **MUST** be notified of any student that has to carry any emergency medication with him/her. (i.e., Epi-pen, inhaler, insulin, etc.)
2. A consent form **MUST BE COMPLETELY** filled out by the **PARENT/GUARDIAN** and the student's **DOCTOR**. This has to be kept on file at school.
3. The student will have to verbally state the correct usage and safety of the self-carry medication to the school nurse or the delegated person.
4. **NO** student is to be carrying **ANY** medication without following the state and school guidelines properly.

**Please make sure you have read and understand the medication guidelines above so your child will receive his/her medication as directed. The school staff has the right to refuse any medication that does not follow the guidelines.**

\*\*\*Please keep the attached consent form for use when a medication needs to be sent to school\*\*\*

**IMMUNIZATION LAWS (required to be updated for all grades)**

Several notices are sent home to the parents pertaining to immunizations that are expired or school to be expired. If our child needs an immunization, has an expired immunization certificate or any other required document they will be held out of school until these are current. ***It is the law to have the required health records for your child to attend school.***

**ATTENDANCE**

Attendance is very important for the children to learn and not get too far behind. Research has shown that students who frequently wash their hands have fewer sick days. Please practice good hand washing and hygiene techniques at home. Children also need 9-11 hours of sleep per night along with nutritious meals and regular exercise. Let's keep our children healthy and at their optimal learning level.

**COMMON CHILDHOOD DISEASES**

*Pink eye* is contagious and the students must see their health care provider for the proper treatment. The student that appears to have symptoms will be sent home and may return the next day after the proper treatment.

*Ringworm* is also contagious, but the student may attend school if they have been treated with an antifungal cream and it remains covered throughout the day of school.

\*\*\*\*\*Please keep this information for reference through the school year.\*\*\*\*\*  
If you have any questions, please call 987-2168.

Thank you for your cooperation,

District Health Coordinator

8/2014