

# Parent Information Medication: AfterHours/Overnight Field Trips

The Charleston County School District follows Policy JLCD "Assisting with Medications" and correlating administrative regulations for school related field trips. CCSD will safeguard your student's physical welfare while participating on a field trip. With this in mind please limit Over The Counter (OTC) medications to those that are absolutely necessary due to the number of students participating in field trips and the volume of medications being monitored by school staff. OTC medications must be provided in sealed travel size bottles. All medications require a written doctor's order.

Student Name \_\_\_\_\_ Parent Phone \_\_\_\_\_

(This form must be submitted for all students regardless of whether or not they need medications)

My child will ☐ will not ☐ require medications on this field trip.

Parent Name \_\_\_\_\_ Parent Signature \_\_\_\_\_

## GENERAL INFORMATION

- All medication must be accompanied by a completed Medication/Procedure form which may be found at: [CCSD Medication/Procedure Doctor's Orders](#)
- No student shall carry medicine on a school related field trip except for students given permission to do so by the Individualized Healthcare Plan to guard against a life threatening condition such as:
  - Severe allergies (Epinephrine)
  - Asthma (Inhalers)
  - Diabetes (Insulin/pump supplies)
- Students are **NOT** allowed to carry over the counter or prescription medications other than emergency medications noted above.

## PRESCRIPTION MEDICATION ☐ My child will be taking a prescription medication

- Requires a doctor's order and a completed Medication/Procedure form to accompany the medication in the original labeled container and delivered to the school clinic by a responsible adult at least five (5) days before the scheduled trip. Controlled substances (e.g. ADHD, mood stabilizers, anxiety medications) must be counted with the responsible adult delivering the medication and a school district employee. The count must be recorded and signed in with the nurse.
- Must be in the original, labeled container. Parents should only send in the amount of medication required for the field trip.

## OVER THE COUNTER MEDICATION (OTC) ☐ My child will have orders for OTC medication

- Requires a doctor's order and a completed Medication/Procedure form to accompany the medication in the original labeled container and delivered to the school clinic by a responsible adult at least five (5) days before the scheduled trip.
- If your child has over the counter medications and a completed Medication/Procedure form in the school clinic already, you must specifically request that the OTC medication be sent on the field trip. The clinic does not automatically send OTC medications on field trips.

## REMEMBER:

- If your child requires a medication while on a field trip you will need to provide a completed Medication/Procedure form and deliver the medication in the properly labeled container to the school nurse at least five (5) days before the field trip.
- No medications will be accepted the day of the field trip to ensure the safety of the student.

I have read the above directions about medications on field trips and agree to comply with them. I also agree for information about my child's medical, physical or mental health needs to be disclosed to the sponsoring teacher

RETURN THIS FORM TO THE SCHOOL NURSE AND CALL THE CLINIC IF YOU HAVE ANY QUESTIONS OR CONCERNS.

SCHOOL NURSE: \_\_\_\_\_ PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

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## PARENT COPY

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