



**REQUEST FOR**  
**ASSISTANCE WITH MEDICATION DURING REGULAR SCHOOL DAY**

School districts require that all students who need medication during school hours must do the following:

1. Present a written statement from the student's physician detailing the method, amount, and time schedules for taking of the medication.
2. Present a written statement from the student's parent/guardian requesting the District to assist the student with the proper procedure of taking the medication.
3. The medication must be in the original bottle or package, and properly labeled.

**\*\*Students may not carry medications on their persons or keep it in their lockers.**

**Parent/Guardian Request for Assistance:**

Student Name \_\_\_\_\_ Sex \_\_\_\_\_ Date of Birth \_\_\_\_\_

I request that the designated District personnel (not necessarily the school nurse) assist my child in taking the medication in accordance with the instructions provided below by the physician. I authorized the District to communicate with the physician below regarding my child's medical condition and/or the medication prescribed. I authorized the physician to communicate with the District for any special circumstances related to the medication administration. I authorize the designated District personnel to share this medical information with other District staff as needed.

Parent Signature \_\_\_\_\_ Phone \_\_\_\_\_ Date \_\_\_\_\_

**Licensed Physician's Medication Instructions**

Name of Medication \_\_\_\_\_ Purpose \_\_\_\_\_

Date of Prescription \_\_\_\_\_ Length of time to be taken \_\_\_\_\_

Instructions for administering the medication \_\_\_\_\_

\_\_\_\_\_

Describe precautions, special instructions, side effects or other (please include storage instructions) \_\_\_\_\_

\_\_\_\_\_

**I am the prescribing physician for the above student:**

Printed Name of Physician \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_ Date \_\_\_\_\_

Signature and License Number of Physician \_\_\_\_\_

**THIS REQUEST EXPIRES AT THE END OF THE SCHOOL YEAR**