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Medication Administration

We are happy to administer medication to a child if the need arises. According to state Code N.J.A.C. 10:122-7.5 as follows:

The Flanders Valley Country Day School will give medication only after receipt of written approval from the child's parent. Medication may only be given to a child by a staff member who is authorized to do so. If a school child is permitted to self-administer medication, an authorized staff member must supervise the child.

All medication must be kept in a secured area that is inaccessible to the children. Non-prescription medication must be stored in a labeled container with a childproof cap.

Any prescription medication for a child must be prescribed for the child you are giving it to. Prescription medication must be stored in its original container, which has been labeled with the child's name, the name of the medication, the date it was prescribed or updated and directions for its administration. Make sure the prescription date is current. Unused medication must be returned to the parent when no longer being administered.

Non-prescription, over the counter medication may only be given according to the directions on the label. Check the expiration date on the package, the recommended dosage for the age and weight of the child, and the time interval between doses. You may give antihistamines/decongestants; cough suppressants, acetaminophen (aspirin substitutes), or topical (skin) ointments with a note from the child's parent. Other types of non-prescription medication may only be given with a doctor's note, as they may have harmful side effects. It is especially important not to give aspirin unless a doctor orders it, because it is associated with a life-threatening illness called Reye's syndrome. If a child shows any side effects of medication, report them to the parent.

When giving medication, follow directions carefully. Use a medicine spoon with marked amounts, not an ordinary teaspoon, for giving medication. Do not give food, juice, soda or anything except water with the medicine unless the directions call for it. Watch the child to be sure the medication has been swallowed, and be sure to put the container out of reach right away. You must maintain on file a record of:

1. The child's name and parental authorization;
2. The name of the medication;
3. The instructions for administering the medication, including the dosage and frequency;
4. The time and by whom the medication was administered to the child; and
5. Any adverse effect the medication may have had on the child.