



## The Prairie School Health Office Health & Medication Policy

2024-2025

All of the forms mentioned below are available [here](#).

### PowerSchool Health Page

It is essential that parents review the Health page in [PowerSchool](#) every year and update it with current allergies, dietary concerns, and contact information for parents, doctor(s), and emergency contacts. This page is given to EMTs in an emergency and is referenced by the school nurse for administering medication and preparing for all off-campus events. If you do not remember your PowerSchool login information, contact [Bree Mahone](#), Assistant Director of Admission/Registrar, at (262) 752-2551. Please initial, date, and hit "Submit" at the bottom of each page.

### Health Physicals

Up-to-date [health physicals](#) must be filed upon admission to The Prairie School and every other year thereafter. The State of Wisconsin requires the inclusion of immunization updates for our records to be current. Click here to access the online Wisconsin Immunization Registry. You will need your child's Social Security number to access their records. These forms must be turned in to the Health Office before the start of the school year.

### Non-Prescription Medication

The Health Office makes a variety of medications available in stock to students. These medications are listed in PowerSchool under Student Information → Health and Medical Information → Stock Medications. The School Nurse will attempt to reach a parent of any student younger than Grade 9 before administering stock medication; if a parent cannot be reached, the Nurse will check to see if the student's parents have approved the use of stock medication on the Health Page of their child's PowerSchool account, and administer medication for the appropriate weight and age.

For all prescription medications, the parent/guardian and physician must complete and sign a [Prescription Medication Authorization form](#), which is required annually before the medication is dispensed. The parent/guardian must deliver medicines **in the original container labeled with the student's name**.

Self-administration of medication may be allowed under certain circumstances, but only after consultation with the school nurse (e.g., asthma inhalers and epinephrine auto-injectors).

### Medication Administration

- The school nurse may identify individual school personnel who are trained to administer emergency medication.

- For field trips and other short-term special school events, the school nurse may delegate medication administration to other faculty members who are trained to administer it.
- Regarding students' personal medication, at the end of the school year, the parent/guardian must pick up the remaining medication, or it will be discarded.

### **Overnight Field Trip Medications**

Students may not carry any over-the-counter medication on overnight trips. All medication must be in the Health Office five days before departure in the original container and labeled with the student's name. Inhalers and Epipens are the only medications that may arrive and be checked on the day of the trip; however, the authorizations must be in the office beforehand.

Please note: It is to your advantage to have PowerSchool updated with all your child's/children's medications, whether they are taken at school or not. It will save you time if you have the prescription authorizations filled out in advance at appointments, check the Full Year box, and note OVERNIGHT TRIPS ONLY on the form. This will cover all medications throughout the school year, including field trips. The School Nurse, Julianne Smith, will confirm the medications with you before any field trips.

### **Questions?**

Contact [Julianne Smith](#), School Nurse, at (262) 752-2660.