

Sacred Heart Catholic School  
Boone, Iowa

**Medications**

The State Department of Health in Iowa has requested that all schools follow the Code of Iowa, Chapter 204 (Code # 507.3), regarding the administering of medications to students during the school day.

1. All medications, prescription, or over-the-counter, to be administered at school require the written permission of the parent/guardian. Verbal permission may be granted via parental/guardian consent and documented by school personnel.
  - The medication must be in the original container.
  - The student name, medication, dosage, and frequency or time of administration and refrigeration requirement must be designated.
2. Most medications must be kept in the office; cough drops and inhalers may be kept in the student's possession, at the parent's written request.
3. Only those school employees who have been certified to dispense medications will be allowed to do so.
4. All medication administrations shall be documented by the school secretary and kept on file in the school office.

New: 1/96

Reviewed: 10/01, 4/03, 11/06, 02/2016, 01/2021

Revised: 4/03, 01/07, 4/2010