



**The Prairie School Health Office  
Health & Medication Policy  
2023-2024**

**All of the forms mentioned below are available at:**

[http://www.prairieschool.com/parentresources/health\\_officeinformation/](http://www.prairieschool.com/parentresources/health_officeinformation/)

**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 EMT's in the event of an emergency, and referenced by the School Nurse in administering medication as well as preparation for all off-campus events. If you do not remember your PowerSchool login information, contact the Registrar at (262) 752-2551. Please make sure to 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 in order 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 prior to the start of the school year.

**Non prescription Medication**

The Health Office makes a variety of stock medications available 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](#) every year before the medication will be dispensed. The parent/guardian must deliver medications **in the original container and 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**

- With regard to emergency medication, the school nurse may identify individual school personnel who shall be trained to administer it.

- With regard to field trips and other short-term special school events, the school nurse may delegate medication administration to other faculty members who shall be trained to administer it.
- With regard to students' personal medication, at the end of the school year the parent/guardian must pick up 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 prior** to 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 in on the day of the trip, however, the authorizations must be in the office ahead of time.

\*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 through the entire school year, which includes field trips. The School Nurse, Julianne Smith, will confirm the medications with you prior to any field trips.