



The Prairie School Health Office Health & Medication Policy

2025-2026

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

PowerSchool Health Page

It is essential that parents review the Health page in PowerSchool* (in the Student Information section) every year and update it with current allergies, dietary concerns, and contact information for parents, doctor(s), and emergency contacts. Information from this page is provided to EMTs in the event of an emergency and referenced by the School Nurse when administering medication, as well as in preparation for all off-campus events.

The page must be accessed on a computer, not the mobile app, to make changes. Please ensure that you initial, date, and click "Submit" at the bottom of each page. If you need any assistance accessing PowerSchool, contact [Bree Mahone](#), Assistant Director of Admission/Registrar.

Health Physicals

Up-to-date [health physicals](#) must be filed upon admission to The Prairie School and every other year thereafter. If your student receives vaccines, please attach a new copy of their immunization record. [Click here](#) to access the online Wisconsin Immunization Registry. You will need your child's Social Security number to access their records. All new students must submit these forms to the Health Office prior to starting school. An Upper School [WIAA certificate](#) alone does not meet this requirement. We recommend using the Prairie Health Physical form from the Prairie School Website under Parent Resources - Health Office Information - Physician Physical, as this form includes special areas of support for your child.

Non-Prescription Medication

The Health Office has 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 to be administered at school, the parent/guardian and physician must complete and sign a [Prescription Medication Authorization](#) form annually before the medication will be dispensed. The parent/guardian must deliver medications in the original container and labeled with the student's name. No students are permitted to carry prescription medications.

Self-administration of medication may be allowed under certain circumstances, but only after consultation with the School Nurse (e.g., asthma inhalers and EpiPens).

Medication Administration

- The School Nurse will identify school personnel to be trained in administering emergency medications (e.g., inhalers and EpiPens).
- The school nurse will train field trip faculty leaders on administering medications.
- Primary School students may not carry over-the-counter or prescription medications.
- All student medication in the health office must be picked up at the end of the school year by the parent/guardian, or it will be discarded (per State law).

Overnight Field Trip Medications

Students are not permitted to carry any medication on overnight trips. All medication must be submitted to the Health Office at least five days prior to departure, in its original container and clearly 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, authorizations and action plans 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 and in PowerSchool. This will cover all medications through the entire school year, which includes field trips. The School Nurse, Julianne Smith, will confirm the medication instructions with you prior to any field trips.

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