

**Robert Underwood**  
Superintendent

# Indian Lake Schools

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**Coleen Reprogle**  
Treasurer

August 19, 2020

Any student requiring medication to be stored and given at school that is prescribed by a doctor, including medications to only be given on an as needed basis, are required to provide the school with an updated Medication Administration Form at the beginning of each school year.

Medication Administration Forms are also required for medications that students self-carry such as inhalers, EPI-pens or glucagon. There is an area on the Form for both the doctor and the parent to consent for the student to self-carry those medications. Students may not self-carry any other type of medication.

Parents/guardians **MUST** bring the medication to school for drop off/pick up of all medications and the medication **MUST** be stored in the original container. Students cannot drop off or pick up their own medications to/from school.

The Medication Administration form can be found on the school website under the Parent tab. You may print and fill out the parent portion of the form, then drop the form off for the doctor to sign and they can fax the completed form to the school. Remember that we must have the physician's written permission to administer medication.

According to board policy, over the counter medications may be administered with written consent from the parent/guardian along with a signed waiver of any liability of the District for the administration of the non-prescribed medication. These forms are also available on the school website under the Parent tab.

Sincerely,

Robert J. Underwood  
Superintendent



**Indian Lake Elementary School**  
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**Melissa Mefford, Co-Principal, Operations**  
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**Kyle Wagner, Principal**  
**David Coburn, Asst. Principal**