

## Medication

Kid's Castle policy allows medicine to be given under the following circumstances:

1. A current "Authorization to Administer Medicine Form" has been filled out, signed, and dated for **according to the dosing guidelines on the medication.**
2. The medication is unexpired and in its original container, labeled with the child's first and last name.
3. When dosing period is finished, the medication must be sent home. No medication may be stored at Kid's Castle unless it is an emergency situation ie. Rescue inhalers and epi-pens.
4. No pain relievers will be given for more than 3 days without a doctor's authorization.
5. A doctor note must be present and attached to the medication form in order to give medicine that does not correlate with the dosing guidelines on the label.
6. All medication must be documented in the classroom medicine log and on the "Medicine Authorization Form" by the person administering the medication.
7. Absolutely no medication will be given to the child to transport (this includes in a child's backpack). The medication must be given directly to the teacher at drop off and a parent at pick up.
8. Diaper rash/anti-itch creams, cough drops, and any other over the counter medications may also be given as needed following the same protocol as listed above. The dosing period for these can be six month increments and must be posted near the changing table for easy reference.

Absolutely NO medicine will be given to reduce a fever. Any child with a fever of 100 degrees or higher will be sent home.

NOTE: Ibuprofen MAY NOT be given to children under 3 years of age without written authorization from a doctor.

All medication will be stored in the appropriate container in the child's classroom. Medicines that require refrigeration will be stored in the lounge refrigerator.

Kids Castle must have written permission from the child's physician before any changes can be made regarding dosing amounts, times, etc.