

Important Information about Medication and the Lakota West Orlando Trip

Trip: Disney World Parade Trip to Orlando

Dates: December 28, 2017 – January 2, 2018

Medication Turn-in Date and time: by Monday December 18 at 6pm. No exceptions.

Forms: [Medication Permit](#), [Medication Permit for self-carry Epi Pens](#), [School Medication Permit for Trips](#)

Important: Medications can only be turned in by the student's parent or guardian and all in Zip Lock bag

Ohio law (ORCORC 3313.718/3313.141) and Lakota School Board Policy 6510 require a signed permit for the Lakota Band Staff to be able to provide any type of medication to the students while traveling with the band. This includes Prescription Medications and ALL OVER-THE-COUNTER medications, which include Aspirin, Tylenol (acetaminophen), Motrin, Advil (ibuprofen), Tums (antacids), and cough syrup. Instructions for complying with this policy are outlined below. Students are NOT PERMITTED to carry medications on their person. ONLY Self-Carry Asthma inhalers & Self-Carry Severe Allergy Epi-Pens, are permitted with the correct medication forms completed.

1. [Medication Permit](#) - A separate Medication Permit form MUST be provided for every medical item the student will need while on the trip. These forms MUST BE SIGNED BY YOUR DOCTOR, as well as a PARENT/GUARDIAN. Inhalers and Epi -Pens are THE ONLY type of medication that a student may SELF-CARRY, please remind physicians to include this on the Medication Permit form. See next item for specific form for these items.
2. [Medication Permit – Epi-Pens carried by student](#) – use this form
3. **Medication Turn-in prior to trip** - The forms and the accompanying medications *must* all be turned in to be verified by Mrs. Robin Robinson, RN, BSN (Registered Nurse for LWHS), on the date and time listed above. Medications Permission forms and medications SHOULD NOT be brought to school during the day either by the student or the parent. The clinic is not staffed to handle this influx of people. Please turn in your forms and meds on the dates/times indicated above.
4. **Medication ready for Turn-in** - Each medication, prescription or over-the-counter must have the student's name on the container. If it's an over-the-counter medication, please write your students name on the bottle with a black permanent marker. The over-the-counter medication must also be in the original bottle. Prescription Medication must be in the actual prescription bottle, bearing the student's name, dosage, and administration instructions. *Your pharmacy should provide, for free, an extra prescription bottle for school and/or field trips.* Please place all meds and permits in an adequate size Ziploc bag with the student's name on the outside.

5. **Prescription Medication ready for Turn-in** - If you have a prescription medication that is oral (a pill), please send in only enough pills for the timeframe we will be gone. Please DO NOT send in an entire bottle of prescription pills. Again, *your pharmacy will provide, for free, an extra prescription bottle for school and/or field trips*. Remember, the prescription bottle must have a "Prescription Label" that will match the information on the Medication Permit form.

6. **Student Self-Carry Inhalers and Student Self-Carry Epi-Pens** – These must also be brought to Mrs. Robin Robinson, RN, BSN (registered nurse for LWHS) on the Turn-in day to confirm verification of the information on the Medication Permit form with the information on the inhaler/Epi-Pens. Inhalers and Epi -Pens are THE ONLY type of medication that a student may SELF-CARRY, please remind physicians to include this on the Medication Permit form.

7. **Medication Administration** - To make the dispensing of medications more efficient and effective, the chaperones for the trip will be administering the medications. The District will require a consent form that must be completed by the parent/guardian. Click here for [School Medication Permit for Trips](#)

If there are any questions or concerns, feel free to contact Trip Coordinator(s) at bandtrip@lakotawestbands.org, or Mrs. Robin Robinson, RN BSN at robin.robinson@lakotaonline.com – 513-874-5699 x10421. We will do our best to answer your questions as quickly as possible.

Thank you,

Band Trip Coordinator
Upbeat Club