

**ADMINISTERING MEDICATIONS TO STUDENTS DURING FIELD TRIPS**

When students engaging in field trips require medication(s), responsible adults need to be designated by the building principal or designee to assist the students in taking required medications in the absence of a parent/guardian chaperone. Parent/guardian permission shall be obtained for these adults to assist students in taking their medication(s). These adults must safeguard the medication in the original pharmacy containers during the trip. The responsible adult will make such medication(s) available as needed and observe the students as they take or do not take the medication(s). This information will be documented in the student's medication record.

**Adopted:** **DATE:** August 2, 2005  
**Reviewed:**  
**Revised:** December 6, 2005  
**Cancellation:**