

**PILLAR SCHOOLS**

**2023/2024 SCHOOL YEAR**

**Pillar High School**

71-77 Okner Parkway  
Livingston, NJ 07039  
(973) 535-1999  
Fax: (973) 535-1262

**Pillar Schools Medication Policy**

Dear Parents/Guardians:

Many parents call the school nurse with requests to administer medications and/or treatments to students during school hours.

According to NJ State Law, **NO** medications or treatments may be given to students unless the following guidelines are followed:

1. All medication must be in the properly labeled container from the pharmacy. The student's name, doctor's name, name of medication, dosage, time to be given and date dispensed must be on the pharmacy label attached to the medication.
2. Medications sent to school for administration must be accompanied by the completed **Medication/Treatment Consent Form** signed by **BOTH** the **physician and parent**.
3. An updated doctor's order is needed when changes are made to medication, dose or time to be given.
4. **All medication requests and information must be communicated directly to the School Nurses.** for the High School Nursing Department email requests can be sent to [HSNurses@pillarnj.org](mailto:HSNurses@pillarnj.org) or via phone at 973-535-1999, Option 3 or for the Elementary School Nurses, [ESNurses@pillarnj.org](mailto:ESNurses@pillarnj.org) or via phone at 973-740-2353, Option 3. This includes all new medication, any change in medication dose or daily requests for prn medications. **NO** medications or treatments may be given to students unless communicated directly with the school Nurses.
5. **Medication/Treatment Permission Forms are valid for one school year only, therefore they must be renewed annually.** To prevent an interruption in medication administration, please have the renewal forms completed when requested.

Thank You,

Pillar Schools Nursing Department