

Administering Medication to Students

The Superintendent shall be responsible for establishing specific procedures to protect and control medications administered in schools.

In the case where medication must be taken during school hours, medications are to be administered by the School Nurse. In the absence of the School Nurse, the building principal or his/her designee is permitted to assist students in taking medication by:

1. Making such medications available to the student as needed
2. Observing the student as he/she takes the medication

A student may possess and self-administer an epinephrine auto-injector if he or she suffers from potentially life-threatening allergies. Both the student's parent or legal guardian and physician must authorize such self-possession and administration. In the event the student uses the auto-injector the student shall immediately report to the school nurse or the principal for appropriate follow-up care. The school nurse or building principal shall maintain, for a student's use, at least one epinephrine auto-injector, provided by the student, in the nurse's office or other suitable location.

A student may possess and self-administer a meter dose inhaler or a dry powder inhaler to alleviate or prevent asthmatic symptoms, auto-injectors for severe allergic reactions, and other injectable medications necessary to treat life-threatening allergies. Both the student's parent or legal guardian and physical must authorize such self-possession and administration.

Parents or legal guardians are required to provide written proof of the student's diagnosis, and verification that the student has the knowledge and skill to safely self-administer the student's medication.

Students shall not share any prescription or over-the-counter medication with other students. Notice of this prohibition will be provided in student handbooks. Student acting in violation of this prohibition will be deemed to have violated the Drug and Alcohol policy of the School Department and will be subject to discipline contained in the policy.

This policy applies to all in-school, school sponsored activity, event or program.

A plan for recording medication administered to students will be established. Records of medications administered will be maintained and will conform to the Health Insurance Portability and Accountability Act (HIPPA).

The school nurse may administer non-prescription medication during the school day if written instructions from the parent or guardian have been provided.

The School Department will obtain, at the start of each school year, emergency contact information of the parent or legal guardian for each student enrolled in the district. Parents and guardians are required to up-date the information during the school year in the event of changes.

Inoculations given by school nurses shall be administered in accordance with applicable laws and regulations.