

4010 Medication Policy 4010

Medication to be administered during school hours shall be regulated for the health and welfare of students. For clarification purposes, medication is defined within two categories, prescription and non-prescription. Prescription medications are those which are prescribed by a physician. Non-prescription medications are those available for public purchase without restrictions.

Prescription Medications

1. Prescription medications should not be taken during school hours unless it is impractical to achieve medical regimen at home. Medications prescribed three times per day, for instance, can be given every eight hours and thus, should not have to be given at school.

2. Prescription medications must be brought to and from school by parents or guardians (or students if 18 years or older) with a written order from a health care provider, contained in a properly labeled pharmacy bottle, and accompanied by a parent permission form (unless the student is 18 years or older). Regardless of the age of the student, all prescription medications will be brought to the school nurse for safe storage, except for those prescriptions listed in number 4 below.

3 Prescription medications, parent permission, and new health care provider orders must be supplied to the school nurse at the start of each school year. All forms must be received prior to administration of medicine during the current school year. This includes all daily, short term, and emergency medications. The result of non-compliance to supply the Health Office with the above requirements will be at the discretion of the Principal after consultation with the School Nurse. School nurses are to notify parents of students who require medication of the need to secure new orders prior to June 1st of the preceding school year. Principals shall also provide notification through student/parent handbooks.

4. Prescription medications for asthma and severe allergic reactions (eg. inhalers and Epi-Pens) may be kept in the student's possession provided the health care provider's prescription for the medications and the directive for self-administration, as well as the parent/guardian permission form, are on file in the health office.

5. Unused prescription medications shall be brought home at the end of the school year by the parent or guardian or by students 18 years and older. Unclaimed prescription medications will be discarded at the conclusion of the school year.

Non-Prescription Medications

1. Non-prescription medications are discouraged for student use during school time.

Such medications will not be made available to students from the nurse, Principal, or designee, unless permission is authorized in writing from a parent or guardian.

All Medications

1. The School Nurse shall be responsible for administering and observing the taking of medications. The Principal or designee, in the absence of the School Nurse, is permitted to assist and observe the taking of medications.
2. The School Nurse shall ensure that all medications that are provided to the school nurse are safely stored.
3. The School Nurse shall ensure that all medication distribution shall be recorded daily in a manner that is consistent with statewide regulations and in a manner that ensures a secure and detailed student medical history. Medications given for chronic conditions will be recorded annually on student's health records, if information is provided by the student or parent/guardian.

Adopted: 2/1975

Revised: 10/1987, 1/1993, 7/1998, 6/2004, 11/2006, 06/2008, 12/2012