

New Century School Policy No. 516

Adopted: 10.17.16

Revised: _____

516 STUDENT MEDICATION

I. PURPOSE

The purpose of this policy is to set forth the provisions that must be followed when administering nonemergency prescription medication to students at school.

II. GENERAL STATEMENT OF POLICY

The school acknowledges that some students may require prescribed drugs or medication during the school day. The school's licensed school nurse, trained health clerk, principal, or teacher will administer prescribed medications in accordance with law and school procedures.

III. REQUIREMENTS

A. The administration of prescription medication or drugs at school requires a completed signed request from the student's parent. An oral request must be reduced to writing within two school days, provided that the school may rely on an oral request until a written request is received.

B. Prescription medication must come to school in the original container labeled for the student by a pharmacist in accordance with law, and must be administered in a manner consistent with the instructions on the label.

C. The school nurse or designated person may request to receive further information about the prescription, if needed, prior to administration of the substance.

D. Prescription medications are not to be carried by the student, but will be left with the appropriate school personnel. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (See Part J.5. below), and medications administered as noted in a written agreement between the school and the parent or as specified in an IEP (individualized education program), Section 504 plan, or IHP (individual health plan).

E. The school must be notified immediately by the parent in writing of any change in the student's prescription medication administration. A new medical authorization or container label with new pharmacy instructions shall be required immediately as well.

F. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 plan or IHP.

G. The school nurse, or other designated person, shall be responsible for the filing of the Administering Prescription Medications form in the health records section of the student file. The

school nurse, or other designated person, shall be responsible for providing a copy of such form to the principal and to other personnel designated to administer the medication.

H. Procedures for administration of drugs and medicine at school and school activities shall be developed in consultation with a school nurse, a licensed school nurse, or a public or private health organization or other appropriate

L. The school may obtain and possess epinephrine auto-injectors to be maintained and administered by school personnel to a student or other individual if, in good faith, it is determined that person is experiencing anaphylaxis regardless of whether the student or other individual has a prescription for an epinephrine auto-injector. The administration of an epinephrine auto-injector in accordance with this section is not the practice of medicine.