

ADMINISTERING MEDICATION TO STUDENTS

Descriptor: JLCD Issued: **DRAFT 5/16/2012**
Rescinds: JLCD Issued: 07/08/2003

BOARD POLICY

1. The Board is committed to providing a safe and healthy school environment. School principals, or their designees, may administer prescription medicines to students in their charge only under the provisions of Board policy and procedure. ~~following conditions:~~
2. All **student** medication is to be kept in a secure designated location. An exception to this provision is made for asthma **and/or anaphylaxis** medication, which students may self-administer in accordance with **state law and** District policy.
3. The ~~school~~ District does not provide nonprescription medications for students **except as provided herein**, and **is not** ~~will not be~~ responsible for storage or the administration of such medications.
4. The Board authorizes the superintendent to establish administrative procedures consistent with this policy.

ADMINISTRATIVE PROCEDURE

1. Definitions

- 1.1. "Parent" means parent(s) or legal guardian(s).
- 1.2. "Asthma and anaphylaxis medication" means inhaled bronchodilator and auto-injectable epinephrine.

2. Parents ~~(including guardians)~~ must request in writing that ~~such service~~ **medication prescribed for their child** be provided **by school officials** and **must** read and sign a copy of this policy, which will be kept on file by the principal.

3. Medicines must be brought to the principal or designee by the parents in the original container with the **pharmacy** information label attached ~~containing~~ **listing** the name of the prescribing physician, name of the medicine, dosage and instructions for administration.

3.1. The instructions should be specific, such as "before meals" or "with food," etc.

3.2. Medicines will only be administered in accordance with the specific instructions on the original container **pharmacy** label.

3.3. No more than a forty-five (45) school day supply of medication will be stored at the school. The principal or designee should return to the parent, or destroy with permission of the parent, any unused, discontinued or obsolete medication.

3.4. Medicine which is not repossessed by the parent within seven (7) days of notification by school authorities will be destroyed by the principal or designee in the presence of a witness.

4. If the student's physician has prescribed an over the counter medication for the student, it must be in an unopened, original container, with a pharmacy label showing the student's name, directions for administration and the recommended dosage. If the prescribing physician has given the parent a sample medication, the container must be labeled as stated herein.

5. Self-Administration of Asthma and Anaphylaxis Medication

Students may self-administer asthma and anaphylaxis medication only in accordance with state law and Board policy. Each student with asthma or anaphylaxis is required to have an Asthma Action Plan (AAP) or Allergic Reaction Care Plan (ARCP), signed by his/her healthcare provider and updated annually, on file at the student's school.

Neither the District nor its employees shall, by law, be liable for any injury sustained by the student that who has self-administered asthma or anaphylaxis medication.

6. Access to all stored medication will be limited to the principal or designee who will witness the administration of the medication.

7. Parents must complete a Student Emergency Medical Information Cards should be completed for their child(ren). every student. Parents not providing this information will be contacted by the principal or designee.

8. The following procedures will be followed in case of a medical emergency as may be deemed appropriate:

- * Call 911
- * Notify school nurse
- * Notify parent/guardian
- * Notify private physician

EXHIBITS

JLCD-E Administering Medication to Students – Self-Administration of Asthma and Anaphylaxis Medication

REFERENCES

MCA §§ 37-11-71, 41-79-31

JLC Student Health Services and Requirements

FORMS

JLCD Form 1.0512 Parent Request for Giving Medication at School

JLCD Form 2.0512 Allergic Reaction Care Plan (ARCP)

JLCD Form 3.0512 Asthma Action Plan (AAP)

JLC Form 1.0612 Student Emergency Card

RESCINDS

JLCD 07/08/2003

JLCD-E 04/22/2003 Parent Permission Form

JLCD-E2 07/08/2003 Administering Medication to Students – Self-Administration of Asthma and Anaphylaxis Medication