

**Billings School District 2**

**STUDENTS**

Administering Medicines to Students

It is most desirable for medication to be administered at home. However, when a student is required to take medication during the regular school day, the following applies:

1. The initial dose of medication must be administered at home in order to avoid adverse reactions from occurring at school.
2. School personnel reserve the right to review and deny all requests for medication being taken during school hours.
3. With written permission from parent or guardian, a student may self-administer medications in accordance with district procedure. Prescription drugs require current written instructions from a medical practitioner.
4. If a student is not able to self-administer medication, medication will be administered pursuant to the written authorization of a physician or dentist order as well as written permission from parent or guardian, in accordance with district procedure. A nurse will administer medication to those students.

Administration of Glucagon

If a parent requests and the Superintendent approves, a school employee may volunteer to administer glucagon pursuant to Section 20-5-412, MCA, and pursuant to procedures developed by the Superintendent.

Cross References:     3416-P1     Administering Medicines to Students Procedure  
                                 3416-P2     Documentation for Parent Designated Volunteer to Administer Glucagon Procedure and Form

Legal References:     § 20-5-412, MCA     Definition -- parent-designated adult administration of glucagon -- training.  
                                 ARM 8.32.1701-1712     Delegation and assignment

Policy History:

First Reading:     February 23, 2004 – Board of Trustees  
Second Reading:     June 14, 2004 – School/Community Committee  
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