

## ADMINISTERING MEDICATIONS TO STUDENTS

### I. ASSOCIATED REGULATION: JHCD-R: REGULATIONS FOR THE ADMINISTRATION OF MEDICATION TO STUDENTS

### II. GENERALLY

Alexandria City Public Schools (ACPS) provides consistent, safe procedures for medication administration in the schools to enhance student health and stabilize medical conditions to support student academic achievement. Whenever possible, medication should be administered by parents or guardians. Under certain circumstances as outlined below and in Regulation JHCD-R, prescription medication and non-prescription medication may be taken during the school day.

For students with disabilities and those who have been afforded accommodations under Section 504 of the Rehabilitation Act of 1973 to provide them with access to a Free Appropriate Public Education (FAPE), all medications are administered in accordance with the student's Individualized Education Program (IEP) or 504 Plan.

### III. PRESCRIPTION MEDICATION

Except for the albuterol inhalers and valved holding chambers stocked in each school (see Section IV. of this policy), ACPS employees may give prescription medication to individual students with a written order or prescription from a "licensed prescriber" (physician, nurse practitioner, physician assistant, optometrist and dentist) and a signed Authorization to Administer Medication form "signed authorization" from a parent or guardian. Such medicine must be in the original container and be delivered to the school nurse or the principal's designee by the student's parent or guardian. ACPS personnel will follow all written orders of the licensed prescriber. Self-care and self-administration of prescription medications is addressed on a case-by-case basis including care for diabetes, asthma and/or allergies, as discussed in Regulation JHCD-R.

### IV. NON-PRESCRIPTION/NON-CONTROLLED MEDICATIONS

ACPS school health personnel or trained ACPS staff may give non-prescription/non-controlled medications to students with a licensed prescriber's written order and signed authorization from a parent or guardian. Such permission includes the name of the medication, the required dosage of the medication, and the time the medication is to be given. Such medication must be in the original container. Secondary students with a signed authorization form from a parent or guardian may carry one dosage of non-prescription/non-controlled medication at a time, such as Advil, Motrin, and Tylenol, if such medication is not stored in the clinic.

**V. EPINEPHRINE**

Pursuant to an order or standing protocol issued by the licensed prescriber within the course of professional practice, any school nurse, School Board employee, employee of a local governing body, or employee of a local health department who is authorized by a licensed prescriber and trained in the administration of epinephrine may possess epinephrine and may administer it to any student believed to be having an anaphylactic reaction.

**VI. ALBUTEROL INHALERS**

As addressed in detail in Regulation JHCD-R, albuterol inhalers and corresponding spacers are stocked in each school to be administered by approved staff members for any student believed in good faith to be in need of such medication.

**VII. CODE OF CONDUCT**

Failure by students to comply with all the required elements of this policy and related regulations may result in disciplinary consequences in accordance with the ACPS Student Code of Conduct.

Adopted: December 5, 1996  
Amended: July 10, 1997  
Amended: June 18, 1998  
Amended: July 6, 2000  
Amended: June 19, 2003  
Amended: July 1, 2005  
Amended: July 1, 2011  
Amended: June 21, 2012  
Amended: December 19, 2013  
Amended: June 11, 2015  
Amended: June 21, 2018  
Amended: December 16, 2021

Legal Refs.: 20 U.S.C. § 1400 et seq.

Public Law 93-113 § 504.

Code of Virginia, as amended, §§ 22.1-78, 22.1-274, 22.1-274.01:1, 22.1-274.2, 54.1-2952.2, 54.1-2957.02, 54.1-3408.

*Manual for Training Public School Employees in the Administration of Insulin and Glucagon* (Virginia Department of Education Revised 2015).

Cross Refs.: EBBA First Aid/CPR Certified Personnel  
IGBA Programs for Students with Disabilities  
JB Nondiscrimination in Education

JBA	Section 504 Non-Discrimination Policy and Hearing Procedures
JFC	Student Conduct
JFCF/JFCI	Alcohol and Other Drugs (AOD) in Schools
JGDA	Disciplining Students with Disabilities
JHCD-R	Regulations for the Administration of Medication to Students
JHCE	Recommendation of Medication by School Personnel
JO	Student Records