

ASSISTING STUDENTS WITH MEDICATIONS

Code **JLCD-R** Issued **3/13**

Students are not allowed to bring medicines to school except as directed below.

Before the principal or his/her designee will assist a student with medication, the student must submit a dated request to the school office, signed by his/her parent to the school office. The request must include the following information:

- Child's name
- Physician's name
- Name of the medication
- Time to be administered
- Dosage

The student must bring a request slip for each new or different medication.

One permission slip per year will suffice for medications which will be given on a long-term basis or those medications which must be administered in case of exposure to allergens; for example, adrenalin for bee stings.

The principal or his/her designee is authorized to give oral medication as outlined above. The principal or his/her designee will keep a record of all instances when the student is assisted with medication.

In schools where less than a full-time nurse is assigned, access to medication and assistance for a student's self-administration of medication comes under the authority of the school principal.

The school will store all medication in a secure location.

The parent will reclaim any unused medications within one week of the termination of treatment or within one week of the last day of school. The school will destroy any unused medications after this time.

Neither the school district nor its personnel will be responsible for the occurrence of any adverse drug reaction when the medication has been given in the manner prescribed.

The school district retains the discretion to reject requests for assisting students with medication.

Individual Healthcare Plan (IHP)

Students may be authorized to self-monitor and self-administer medication as prescribed by the student's healthcare provider with written authorization from the parent/legal guardian for the student to self-monitor or self-administer medication as well as a written statement from the student's healthcare provider verifying that the student has a medical

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condition and has been instructed and demonstrates competency in self-monitoring or self-administration of medication or both.

Receipt of the above will authorize a student to possess and administer medication while in the classroom or on school grounds, at a school-sponsored activity, in transit to and from school or school-sponsored activities, or during, before or after school activities on school-operated property.

The student IHP will contain components as required by the State Department of Education and will be developed with input from and approval of the following individuals:

- Student's healthcare practitioner who prescribed the medication
- Parent/legal guardian
- Student, if appropriate
- School nurse or other designated school staff member

The district may revoke a student's permission to self-monitor or self-administer medication if the student endangers him/herself or others through misuse of the monitoring device or medication.

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