

The board recognizes that students may need to take medication during school hours. The school district will administer drugs or medication prescribed by a doctor upon the written request of the parents. To minimize disruptions to the school day, medicines should be taken at home rather than at school whenever feasible. The school district is not required to administer any medication that could be taken at home.

The school, its personnel, and the Board of Education shall assume no liability for complications or side effects of medication when administered in accordance with the instructions provided by the parent/guardian and health care provider. The Board of Education further reserves the right for itself and its employees to refuse to administer medications when, in the opinion of the Superintendent in consultation with school nursing personnel, there is a substantial risk of harm to the student or others if medication is administered by school personnel. Such situations include, but are not limited to, non-FDA approved treatments and medications, "off-label" prescriptions (i.e., uses of FDA-approved treatments and medications in a manner not specified in the FDA's approved packaging label or insert), treatments that cannot safely be delegated to non-licensed personnel, and treatments that require monitoring and/or lifesaving equipment.

A. STANDARDS FOR ADMINISTERING MEDICINES

Each school must establish rules on whether and under what circumstances school personnel will administer non-prescription drugs. The rules also must address whether and under what circumstances students will be allowed to possess and self-administer prescription or nonprescription drugs. These rules and a copy of this policy must be made available to all students and parents each school year. A copy also must be provided to the superintendent or his or her designee. All school plans must conform to the following requirements:

1. School employees are authorized to administer drugs or medication only when all of the following conditions have been met:
 - a. The student's parent or legal custodian has made a written request that school personnel administer the drug or medication to the student and has given explicit written instructions describing the manner in which the drug or medication is to be administered.
 - b. A physician has prescribed the drug or medication for use by the student (for over-the-counter medications as well as medications available only by a physician's prescription).
 - c. A physician has certified that administration of the drug or medication to the student during the school day is necessary (for over-the-counter medications as well as medications available only by a physician's prescription).
 - d. The employee administers the drug or medication pursuant to the written instructions provided by the student's parent or legal custodian.
2. The health and welfare of the student must be of paramount concern in all decisions regarding the administration of medicine.
3. Students with special needs will be afforded all rights provided by federal and state law as enumerated in the Policies Governing Services for Children with Disabilities. Students with disabilities also will be accorded all rights provided by anti-discrimination laws, including Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.
4. No student can possess, use or transmit any drug or counterfeit drug prohibited by board policy 4325, Narcotics, Alcoholic Beverages and Stimulant Drugs.
5. The board generally encourages school personnel to administer medicine from a centralized location. However, in all instances, whether from a centralized location or multiple locations, any medicines maintained by the school district for a student must be kept in a locked and secure place.
6. Any school personnel who will be administering medicines will receive appropriate training.
7. Only drugs clearly prescribed or intended for the student may be administered by school personnel. If school personnel have concerns regarding the appropriateness of a drug or dosage for a student, a confirmation should be obtained from the student's doctor or another doctor prior to administering the medicine or allowing a student to self-administer a medicine.
8. Although efforts should be made not to disrupt instructional time, a parent has the right to administer medicines to his or her child at any time while the child is on school property.
9. Written information maintained by the school or school personnel regarding a student's medicinal and health needs is confidential. Parents and students must be accorded all rights provided by the Family Educational Rights and Privacy Act and state confidentiality laws. Any employee who violates the confidentiality of the records may be subject to disciplinary action.

B. OVER-THE-COUNTER MEDICATION

Consistent with the above requirements, over-the-counter medications will only be given during school hours by school personnel if the parent and physician have provided written approval and instructions.

C. EMERGENCY MEDICATION

Students who are at risk for medical emergencies, such as those with asthma or severe allergies, must have an emergency health care plan developed for them to address emergency administration of medicine.

D. STUDENT SELF-ADMINISTERING ASTHMA MEDICATIONS

The board recognizes that students with asthma and/or subject to anaphylactic reactions may need to possess and self-administer asthma medication on school property. As used in this policy, "asthma medication" means a medicine prescribed for the treatment of asthma or anaphylactic reactions and includes a prescribed asthma inhaler or epinephrine auto-injector. The superintendent shall develop procedures for the possession and self-administration of asthma medication by students on school property, during the school day, at school-sponsored activities, and/or while in transit to or from school or school-sponsored events. As required by N.C. Gen. Stat. § 115C-375.2:

1. Before a student will be allowed to self-administer medicine pursuant to this section, the student's parent or guardian must provide to the principal or designee all of the documents listed below:
 - a. written authorization from the student's parent or guardian for the student to possess and self-administer asthma medication;
 - b. a written statement from the student's health care practitioner verifying:
 - 1) that the student has asthma and/or an allergy that could result in anaphylactic reaction;
 - 2) that he or she prescribed medication for use on school property during the school day, at school-sponsored activities, or while in transit to or from school or school-sponsored events; and
 - c. a written treatment plan and written emergency protocol formulated by the prescribing health care practitioner for managing the student's asthma or anaphylaxis episodes and for medication use by the student;
 - d. a statement provided by the school system and signed by the student's parent or guardian acknowledging that the board of education and its agents are not liable for injury arising from the student's possession and self-administration of asthma medication; and
 - e. any other documents or items necessary to comply with state and federal laws.
2. Prior to being permitted to self-administer medicine at school, the student also must demonstrate to the school nurse, or the nurse's designee, the skill level necessary to use the asthma medication and any accompanying device.
3. The student's parent or guardian must provide to the school backup asthma medication that school personnel are to keep in a location to which the student has immediate access in the event of an emergency.

All information provided to the school by the student's parent or guardian must be kept on file at the school in an easily accessible location. Any permission granted by the principal for a student to possess and self-administer asthma medication will be effective only for the same school for 365 calendar days. Such permission must be reviewed annually.

A student who uses his or her prescribed asthma medication in a manner other than as prescribed may be subject to disciplinary action pursuant to the school disciplinary policy. No one may impose disciplinary action on the student that limits or restricts the student's immediate access to the asthma medication.

The board does not assume any responsibility for the administration of drugs or medication to a student by the student, the student's parent or legal custodian or any other person who is not authorized by this policy to administer medications to students.

Legal References: Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq.; Americans with Disabilities Act, 42 U.S.C. 12101; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794; G.S. 115C-36, -307(c), -375.2; State Board of Education Policy EXCP-000.

Cross Reference: Parental Involvement (policy 1310/4002), Narcotics, Alcoholic Beverages and Stimulant Drugs (policy 4325)

Adopted: November 11, 1997
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AUTHORIZATION FORM FOR ADMINISTERING DRUGS OR MEDICATION AT SCHOOL

Employees and agents of Dare County Schools are authorized to administer medications only when the following conditions have been met:

1. The student's parents or legal custodian has made a written request that school personnel administer the medication to the student and has given explicit written instructions describing the manner in which the medication is to be administered;
2. A physician has prescribed the medication for use by the student (for over-the-counter medications as well as medications available only by a physician's prescription);
3. A physician has certified that administration of the medication to the student during the school day is necessary (for over-the-counter medications as well as medications available only by a physician's prescription);
4. The employee or agent administers the medication pursuant to the written instructions provided by the student's parent or legal custodian.

Student _____ DOB _____ School _____ Grade _____

Parent/Guardian _____ Home Phone _____ Work Phone _____

To be completed by Parent/Guardian:

I hereby give permission for _____ to receive _____
(Student's Name) (Name of medication and dose)

during school hours. Generic equivalents may be substituted. Prescription medications must be sent in the original container(s) with the student's identifying information and specific written directions as to conditions prescribed for, dosage, and time of administration.

Please list specific instructions (condition prescribed for, time of administration, & side effects):

I hereby give permission to authorized school personnel to administer the medications listed above during school hours pursuant to written directions. I hereby release the Dare County School Board, their agents and employees from all liability that may result from my child taking the medication. My signature indicates I have read and understand Policy 6125 Administering Medicines to Students.

If an emergency situation occurs during the school day, school personnel are to:

Parent/Guardian Signature Date

To be completed by Physician/Health Care Provider for Prescription and Over-the-Counter meds:

Medication _____ Dosage _____ Time _____

Medication _____ Dosage _____ Time _____

Contraindications for administration _____

For students with asthma, diabetes and/or those subject to anaphylactic reactions, the following permission is given for inhalers, insulin or epinephrine auto-injectors:

() _____ has been instructed, has demonstrated and understands the proper use of his/her **inhaler, insulin or epinephrine auto-injector** & he/she should be allowed to carry it with him/her.

() _____ should not carry his/her **inhaler, insulin or epinephrine auto-injector** with him/her.

Physician/Provider Signature

Date