Book	Policy Manual
Section	Chapter 4 - Students
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ADMINISTRATION OF MEDICINES

PART I

A. The Board discourages the use and administration of medication at school or at school-sponsored events and outings but realizes that sometimes it is necessary for the health of the student.

B. Unless otherwise indicated, the terms "medication" and "medicine" include any substance intended for use in the diagnosis, cure, mitigation, treatment, or prevention of any disease. The term includes all prescription medications and all such substances available over-the-counter without a prescription, such as drugs, herbs, alternative medicines, and supplements (hereinafter "over-the-counter drugs"). The administration of any prescription or over-the-counter drug to students by school employees is prohibited except when performed in accordance with Part II, Section A. The self-administration of any prescription or over-the- counter drug by students at school is prohibited and constitutes a violation of policy, except in the limited circumstances described below.

All medications that can be given outside school hours without adversely affecting the health of the student should not be administered at school during school hours. Reasonable efforts should be made by the parent or guardian to obtain physician permission to adjust the dosages of medication prescribed, so it can be given at home before and/or after school hours.

C. Pursuant to N.C. Gen. Stat. § 115C-375.1, the Board authorizes teachers, substitute teachers, student teachers, instructional assistants, school secretaries and office personnel, guidance counselors, assistant principals, and principals to administer medications prescribed by a health care provider upon written request of a parent or guardian. Each principal will designate the person(s) responsible for giving medication at his/her school. The person(s) will receive annual training in safe, accurate medication administration procedures with the school nurse.

Students who are at risk for a medical emergency will have an Individual Health Plan on file in their cumulative folder with a copy kept in an accessible, central location, describing the nature of the problem and the intervention and equipment needed to manage such an emergency. The Individual Health Plan must be provided to and should be signed by the parent/guardian. All other supervisory personnel will be advised of the contents and implementation of the plan.

Please note that this provision only applies to administration of medications while in the District. If medication must be provided on field trip situations the school nurse should be consulted prior to finalizing the trip.

D. When medication is to be administered in school, school personnel shall communicate with the student's parent or guardian about its administration at school and explain the Board's policy and its procedures for the administration of medications at school.

E. The responsibilities of the parent or guardian are:

1. Obtain and return to school a medication consent form signed by the health care provider and parent/guardian for all medications to be administered at the school (including prescription and over the

counter).

2. Medication shall be hand-delivered by the parent/guardian to the school in the original prescription bottle or the original over the counter packaging.

F. No medication may be administered by school personnel to students without the written authorization of the student's parents or guardian and a health care provider. However, oral approval may be accepted in an emergency, if:

1. It is determined to be in the best interests of the child;

2. The oral authorization is witnessed by two school employees;

3. A written record of the date, time, medication name, dosage, and frequency with the signatures of the witnesses, shall be made on the medication log; and

4. A written authorization is provided by the parent or guardian and a health care provider within 24 hours.

G. A locked storage area will be provided at each school for the storage of medication. Exceptions may be made for medication requiring refrigeration. A staff member appointed by the principal shall be responsible for the security and administration of medication. An alternative person shall be identified to fill in when needed.

H. A daily medication log shall be maintained by the trained designated individual for each student receiving medication. The individual shall record on the log the name of medication, date, dosage, and time of each administration. The log also shall reflect whether or not the medication was prescribed and whether it was "as scheduled" or "as needed". All controlled tablets/capsules received at school for students will be counted and the number will be recorded. School staff that are called upon to administer medication in unusual circumstances (ie. during testing, field trips, etc.) should meet with the nurse for instruction in handling medications before the specific event occurs.

I. All notes, forms and individual student logs will be kept together in the student's Individual Health Record. Short-term medication logs will be kept at the school for a period of three (3) years.

J. The school nurse will review the medication log and forms authorizing the administration of the medications at school periodically and will serve as a consultant to the school.

K. Change in dosage of medication can be made with a written note or fax from the health care provider. Consent Forms sent by fax are acceptable.

L. It is the intent of this policy to discourage students from bringing prescription and non-prescription drugs to school and administering such drugs to themselves without the assistance of school officials. Neither the Board of Education nor any of its employees are responsible for the improper self-administration of non-prescription or prescription drugs at school.

M. Except as permitted by this policy, No student can possess, use, sell, deliver, manufacture, or transmit any drug or counterfeit drug prohibited by Board policy, nor be under the influence of any drug in violation of policy. No medications will be sent home with children (exception: emergency medicines, i.e. epinephrine delivery system, inhaler).

N. The school, its personnel and the Board 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 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., used of FDA-approved treatments and medications which are not FDA approved), treatments that cannot safely be delegated to non-licensed personnel, and treatments that require monitoring and/or lifesaving equipment.

O. The administration, including by parents, school employees, substitute teachers, or self-administration, of any substance containing cannabidiol (CBD) or tetrahydrocannabinol (THC) at school is prohibited unless (1) authorized by and administered by a caregiver in accordance with G.S. 90-94.1 and G.S. 90-113.101 for the treatment of intractable epilepsy, or (2) the CBD or THC product is available by prescription only and has been approved by the U.S. Food & Drug Administration (FDA); and all requirements of this Policy are met.

PART II.

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

A student with certain health conditions like diabetes, asthma or a student subject to anaphylactic reactions due to an allergy, may possess and self-administer asthma or another prescribed medication on school property during the school day, at school- sponsored activities, or while in transport to or from school or school-sponsored events as provided by N.C. Gen. Stat. § 115C-375.2 and this policy. As used in this policy, "medication" means a medicine prescribed for the treatment of diabetes, asthma or anaphylactic reactions and includes insulin or a source of glucose, a prescribed asthma inhaler or epinephrine delivery system.

A. Pursuant to state law and this policy, the student's parent or guardian is required to provide to the school:

1. Written authorization from the student's parent or guardian for the student to possess and self-administer medication.

2. A written statement from the student's health care practitioner verifying that the student has diabetes, asthma or an allergy that could result in an anaphylactic reaction, and that the health care practitioner 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.

3. A written statement from the student's health care practitioner who prescribed the medication that the student understands, has been instructed in self-administration of the medication, and has demonstrated the skill level necessary to use the medication and any device that is necessary to administer the medication.

4. A written treatment plan and written emergency protocol formulated by the health care practitioner who prescribed the medicine for managing the student's diabetes, asthma or anaphylaxis episodes and for medication use by the student.

5. A statement provided by the school and signed by the student's parent or guardian acknowledging that the Union County Public Schools and its employees and agents are not liable for an injury arising from a student's possession and self-administration of asthma medication.

6. Any other items necessary to comply with State and federal laws.

B. The student must demonstrate to the school nurse, or the nurse's designee, the skill level necessary to use the medication and any device that is necessary to administer the medication.

C. The student's parent or guardian shall provide to the school backup medication that shall be kept at the student's school in a location to which the student has immediate access in the event of an emergency.

D. Information provided to a school by the student's parent or guardian shall be kept on file at the student's school in a location easily accessible in the event of an emergency.

E. If a student uses medication prescribed for the student in a manner other than as prescribed and in violation of the Board's policies and administrative guidelines, a school administrator may impose on the student disciplinary action according to the Board's student discipline policies. A school administrator may not impose disciplinary action that limits or restricts the student's immediate access to the medication.

F. The requirement that permission granted for a student to possess and self- administer medication shall be effective the current school year and must be renewed annually.

G. Pursuant to N.C. Gen. Stat. § 115C-375.2, no local Board of Education, nor its members, employees, designees, agents, or volunteers, shall be liable in civil damages to any party for any act authorized by this subsection, or for any omission relating to that act, unless that act or omission amounts to gross negligence, wanton conduct, or intentional wrongdoing.

H. Written information maintained by the school or school personnel regarding a student's medical 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.

I. Students with special needs will be afforded all rights provided by federal and state law as enumerated in the Procedures Governing Programs and Services for Children with Special Needs. Students with disabilities also will be accorded all rights provided by antidiscrimination laws, including Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

Legal

Individuals with Disabilities Education Act, 20 U.S.C. 1400 et. seq.;

Americans with Disabilities Act, 42 U.S.C. 12101

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794;

Family Educational Rights and Privacy Act, 20 U.S.C. 1232g

N.C.G.S. § 115C- 36, 375.1, et. seq.;

N.C.G.S. § 115C-307;

N.C.G.S. § 115C-375.1;

N.C.G.S. § 115C-375.2

Cross References

4-03 - Student Discipline

4-03 AG - Code of Student Conduct - Administrative Guidelines

4-06 AG - Disposal of Discontinued Medications at School - Administrative Guidelines