

# World Learner School



**POLICY:** 764 **Student Medication Policy**

**EFFECTIVE DATE:** 08.24.15

**REVISED DATE:** 02.25.19

## **I. PURPOSE**

The purpose of this policy is to set forth the provisions that must be followed when administering non-emergency prescription and nonprescription medication to students at school.

## **II. GENERAL STATEMENT POLICY**

The school district acknowledges that some students may require prescribed drugs or medication or nonprescription drugs during the school day. The school district's health coordinator, trained health clerk, principal, or teacher will administer prescribed medications in accordance with law and school district procedures.

## **III. REQUIREMENTS**

A. The administration of prescription medications or drugs or nonprescription drugs at school requires a completed signed request from the student's parent.

B. An "Permission to Administer Medication" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs.

C. Prescription medication must come to school in the original container labeled for the students by a pharmacist in accordance with law, and must be administered in a manner consistent with the instructions on the label.

D. Nonprescription drugs must come to school in the original container and must be administered in a manner consistent with the instructions provided by parent on the "Permission to Administer Medication" form.

D. The school may request to receive further information about the prescription or drug, if needed, prior to administration of the substance.

E. Prescription medications and nonprescription drugs are not to be carried by the student, but will be left with the appropriate school district personnel. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (See Part J.5. below), and medications administered as noted written agreement between the school district and the parent or as specified in an IEP (individualized education program), Section 504 Plan, or IHP (individual health plan).

F. The school must be notified immediately by the parent in writing of any change in the student's prescription medication administration. A new medical authorization or container label with new pharmacy instructions shall be required immediately as well.

G. For drugs or medications used by a student with a disability, administration may be as provided in the IEP, section 504 plan, or IHP.

H. The office personnel shall be responsible for the filing of the "Permission to Administer Medication" form in the health records section of the student file. The office personnel shall be responsible for providing a copy of such form to the Director and other personnel designated to administer the medication.

I. Procedures for administration of drugs and medicine at school and school activities shall include the following:

- a. Annual training of for all classroom teachers and office personnel who may be responsible for administration of medication and drugs will be provided. Training will include how to read labels, responsibility in transporting drugs and medication, completion of Medication Log.
- b. All disbursements of medication or drugs will be recorded on the Medication Log and kept as part of student file.

J. Specific Expectations

1. Special health treatments and health functions such as catheterization, tracheotomy suctioning, and gastrostomy feedings do not constitute administrations of drugs and medicine;
2. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy;
3. Drugs or medicine provided or administered by public health agency to prevent or control an illness or disease outbreak are not governed by this policy;
4. Drugs or medicines used at school in connection with services for which a minor may give effective consent are not governed by this policy;
5. Drugs or medicines that are prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:
  - a. the school district has received written authorization from the pupil's parent permitting the student to self-administer the medication;
  - b. the inhaler is properly labeled for that student; and
  - c. the parent has not requested school personnel administer the medication to the student.
6. Nonprescription Medication. Secondary student may possess and use a non-prescription medication pain relief in a manner consistent with the labeling, if the school district has received written authorization from the student's parent or guardian permitting the student to self-administer the medication. The parent or guardian must submit written authorization for the student to self-administer the medication each school year. The school district may revoke a student's privilege to possess and use nonprescription pain relievers if the school district determines that the student is abusing the privilege. This provision does not apply to the possession or use of any drug or product containing ephedrine or pseudo ephedrine as its sole active ingredient or as one of its active ingredients. Except as state in this paragraph, only prescription medications are governed by this policy.
7. At the start of each school year or at the time a student enrolls in school, whichever is first, a student's parent, school staff, including those responsible for student health care, and the prescribing medical professional must develop and implement an individualized written health plan for a student who is prescribed non-syringe injectors of epinephrine that enables the student to:
  - a. possess non-syringe injectors of epinephrine; or

- b. if the parent and prescribing medical professional determine the student is unable to possess the epinephrine, have immediate access to non-syringe injectors of epinephrine in close proximity to the student at all times during the instructional day.
- c. have access to other medically necessary devices and systems that extend beyond disbursement of oral or topical medication or drugs such as diabetic interventions, celiac interventions, airborne allergy interventions, etc.

***Legal References:***

- Minn. Stat. § 13.32 (Student Health Data)
- Minn. Stat. § 121A.21 (Hiring of Health Personnel)
- Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
- Minn. Stat. § 121A.221 (Possession and Use of Asthma Inhalers by Asthmatic Students)
- Minn. Stat. § 121A.222 (Possession and Use of Nonprescription Pain Relievers by Secondary Students)
- Minn. Stat. § 121A.2205 (Possession and Use of Non-syringe Injectors of Epinephrine; Model Policy)
- Minn. Stat. § 151.212 (Label of Prescription Drug Containers)
- 20 U.S.C. § 1400 et. Seq. (Individuals with Disabilities Education Improvement Act of 2004)
- 29 U.S.C. § 794 et. Seq. (Rehabilitation Act of 1973, § 504)

***Cross References:***

- WLS Policy 614 (Drug-Free Workplace/Drug-Free School)