

Medication at School

Purpose

This policy directs staff and parents/guardians in the oversight and administration of prescription and non-prescription medication to students at school or during school-related activities.

Scope

This policy applies to administrators, the school nurse, Valley School District staff trained in administering medication, parents or guardians and students.

Policy

1. Under normal circumstances, prescribed and over-the-counter medication should be dispensed to a student before and/or after school hours under the supervision of the parent or guardian.
2. The district schools may provide for the administration of oral medication, topical medication, eye drops or ear drops of any nature to students who are in the custody of the school district or school at the time of administration, but are not required to do so.
 - 2.1. "Oral" medications are defined as those administered by mouth, either by swallowing or inhaling, including through a mask that covers the mouth or mouth and nose.
3. If a student must receive prescribed or over-the-counter oral or topical medication, eye drops or ear drops ("medications") from an authorized staff member, the parent or guardian must submit a written authorization accompanied by a written request from a licensed health professional prescribing within the scope of his/her prescriptive authority. If the medication will be administered for more than fifteen (15) consecutive days, the health professional must also provide written, current and unexpired instructions for the administration of the medication.
4. The Superintendent or designee will establish procedures for the following:
 - (a) Delegating, training and supervising staff members in the administration of prescribed or non-prescribed medication to students by a physician or registered nurse.
 - (b) Designating staff members who may administer prescribed or non-prescribed medication to students.
 - (c) Obtaining signed and dated parental and health professional requests for the dispensing of prescribed or non-prescribed medications, including instructions from the health professional if the medication is to be given for more than fifteen (15) days.
 - (d) Storing prescribed or non-prescribed medication in a locked or limited access facility.
 - (e) Maintaining records pertaining to the administration of prescribed or non-prescribed medication.

-
- (f) Permitting, under limited circumstances, students to carry and self-administer medications necessary to their attendance at school.
5. Nasal inhalers, suppositories and non-emergency injections may not be administered by school staff other than registered nurses and licensed practical nurses. No medication will be administered by injection except when a student is susceptible to a predetermined, life endangering situation. Administration of non-oral diabetic medications may not be delegated to non-licensed school staff by the district's registered nurse.
 6. The use of injectable medications for the treatment of anaphylaxis is covered in Policy 3419-Self Administration of Asthma and Anaphylaxis Medications.
 7. If the district or school decides to discontinue administering a student's medication, the Superintendent or designee must provide notice to the student's parent or guardian orally and in writing prior to the discontinuance. The discontinuance should not compromise the health of the student or violate legal protections for the disabled.
 8. District policies and procedures guiding the oversight and administration of prescription and non-prescription medications at school will be provided to students and parents as needed and requested.

Related Procedures

3416P1-Medication at School

3419P1-Self Administration of Asthma and Anaphylaxis Medications

Policy Cross References

3413-Life Threatening Health Conditions

3415-Accommodating Students with Diabetes

3419-Self-Administration of Asthma and Anaphylaxis Medications

3420-Anaphylaxis Prevention and Response

Policy Legal References

RCW 28A.210.260 Public and Private Schools – Administration of Oral Medication by—
Conditions

RCW 28A.210.270 Public and Private Schools – Administration of Oral Medication by—
Immunity from Liability – Discontinuance, Procedure

Management Resources

Policy News, February 2001 – Oral Medication Definition Expanded

Policy History

Action:	Date:
Approved by the Board	Unknown
Revised	April 16, 2014

Revised	
---------	--

Previous Policy Number: 8025