

## ADMINISTERING MEDICINES TO STUDENTS

The board discourages the administering of medicines on school premises. The parent should confer with the licensed health care provider to allow for the student to receive all prescribed doses at home, when possible. However, when the licensed health care provider deems medicating during the school day to be necessary for the pupil's health and attendance in school, it may be done by the parent, or in accordance with this policy by the school nurse or unlicensed (nonmedically licensed) staff as permitted by law.

The board disclaims any and all responsibility for the diagnosis, prescription of treatment, administration of medication by school staff or by parent-of and prescribing of treatment for any pupil. For purposes of this policy, "medication" shall include all prescriptions approved by the Federal Drug Administration (FDA) and non-prescription (over-the-counter) medicines approved by the Federal Drug Administration (FDA). This policy does not apply to medical marijuana, which is addressed in the Board's policy JLCDA, Medical Marijuana in Schools.

Before any medicine may be administered in school, the board requires the written request of the parent/guardian which shall give informed consent for such administration (including that unlicensed personnel may administer the medicine). For long term medications (greater than 3-week duration) this request shall be accompanied by the written order for the medication required (except at the high school and middle school level where some non-prescription medications can be approved by parents). In the case of a less than three (3) week medication, the original labeled medication bottle will suffice. Approval by the school nurses or school physician or principal shall be required verifying compliance with board policy and regulations and practicability of implementation. Requests shall be valid for the current school year only. It is the responsibility of the school nurse to clarify any medication order that he/she believes to be incorrect or ambiguous. In accordance with Department of Education Rule Chapter 40 § 2(B), the school nurse may decline to administer a medication if he/she believes such administration would jeopardize student safety. In this case, the school nurse must notify the parent, the student's health care provider and the school administrator (i.e., building principals or designated administrator).

Parent/guardian must be is responsible for delivery of the medication in the original or prescription container to the school. Only a limited, necessary supply can be kept in the school. If the prescription is for a medication regulated by Schedule II of the Controlled Substances Act, no more than a 30-day supply shall be kept at school. Medicine no longer required or expired must be removed by the parent/guardian. The parent can choose to have the nurse dispose of the medication.

All medicine will be appropriately maintained and secured by the principal and the school nurse. Teaching staff members may be provided with such information about the medication and its administration as this may be in the pupil's best interests.

The written order of a prescribing licensed health care provider for a prescribed medication longer than three (3) weeks shall include (a) the diagnosis; (b) the dosage; (c) the time at which or the special circumstances under which the medicine is to be administered; (d) the length of time for which the medicine is prescribed -- no longer than for the current school year; and (e) any possible side effects of the medication.

The school nurse or principal/designee shall maintain a record including the request, the approvals, details of the dosage and timing of medication and a notation of each instance of administration.

Students shall not be permitted to carry and self-administer prescription medicine in school except under very special circumstances -- as requested and described by the student's licensed health care provider and approved by the school nurse (insulin, emergency medications such as inhalers, Epi-pens, and Glucagon) such as in the case of a responsible, adequately instructed asthmatic/allergic student given special permission to carry an inhaler and self-medicate.

The district will maintain a collaborative practice agreement with the school physician for the purpose of stocking and administering epinephrine auto injectors to any student during school or a school sponsored activity under emergency circumstances involving anaphylaxis.

Legal Reference: Title 20A MRSA SEC. 254

Cross Reference: JLCDA - Authorization for the School Nurse's Performance

Adopted: March 20, 1996, Amended: February 3, 1999, June 2, 2010; \_\_\_\_\_