

The board recognizes that students attending the schools in this district may be required to take medication while at school, either on a short-term or daily basis. The role of the district is to protect the health and safety of all students. If requested by the parent/guardian, the school will provide an appropriate place for storing the medication and will supervise the dispensing of the medication.

If a student must take medication during the school day, the district will implement the following guidelines:

A. SELF-ADMINISTRATION OF PRESCRIBED INHALER OR EPINEPHRINE AUTO-INJECTOR

1. Any student for whom a physician or other authorized medical professional has prescribed a metered-dose inhaler or dry powder inhaler for treatment of asthma or other potentially life-threatening respiratory illness, or an epinephrine auto-injector for severe allergic reaction (anaphylaxis), will be permitted to self-administer such medication during the school day.
2. A student who is permitted to self-administer medication consistent with this policy is permitted to possess and use a prescribed inhaler at all times.
3. The student's parent/guardian must annually request, in writing, that the student be allowed to self-administer the medication.
4. The student's health care provider must annually submit a current treatment plan, identifying the medication, dosage, symptoms, time lapse, or exposure that will necessitate administering the medication, frequency of use, and potential side effects. The parent will sign a release to allow district staff to communicate with the health care provider, if necessary.
5. The school nurse will review the request for self-administration of medication and the treatment plan, and develop a student health plan.
6. The parent/guardian is responsible for notifying the district of any changes to the student's medical condition that would impact the self-administration of medication.
7. A student who is permitted to self-administer medication consistent with this policy may be required to maintain a current duplicate of the prescription medication with the school nurse or the school administrator.
8. For purposes of section A of this policy:

- a. “Medication” means a meter-dosed inhaler, dry powder inhaler, or epinephrine auto-injector prescribed by a physician and having an individual label.
- b. “Self-administration” means a student’s use of medication pursuant to prescription or written direction from a physician.

B. OTHER PRESCRIPTION MEDICATIONS

1. The parent/guardian AND the physician must submit a written request to the school if he or she wants the school to store and/or administer the medication.
2. The medication must be in its original container.
3. The student’s name, prescription number, doctor, and directions must be clearly set forth on the container.

C. NON-PRESCRIPTION (OVER THE COUNTER) MEDICATIONS

1. The parent/guardian must request in writing that non-prescription medication be given during school hours. Specific directions for administering the medication and the parent’s/guardian’s signature must be received before any medication will be given to the student.
2. The medication must be in the original container and the student’s name and directions for administering the medication must be written on the container.

D. ADDITIONAL GUIDELINES

1. Generally, medications should be dispensed to students before and/or after school hours under the supervision of the parent/guardian. Medications should be dispensed at school only when necessary to meet the health needs of the student.
2. Parents/guardians are responsible for notifying the school, in writing, that the student requires medication on a regular or emergency basis, and supplying the medications and instructions for dispensing the medications.
3. The district may require that the student’s health care provider annually submit a current treatment plan, identifying the medication, dosage, frequency of use, and side effects. The parent will sign a release to allow district staff to communicate with the health care provider.
4. The student’s need for medication will be reviewed by the school nurse or designee, and a health plan will be developed, if determined necessary.
5. The school nurse or designee who dispenses medication to students will maintain a log of all medications dispensed.

6. All medications that are not self-administered will be kept in a secured area in the school office or nurse's room.
7. It is the student's responsibility to come to the office at the appropriate time to take his or her medication, unless the student has a disability and is unable to do so.
8. No medications, prescription or non-prescription, will be dispensed by a teacher, secretary, or other personnel to a student without written permission from the student's parent/guardian.
9. Non-prescription medications, such as Tums, Benadryl, and Tylenol will be supplied in all schools, will be provided only with parent written consent and a signed registration form
10. Any medication which a student must have in case of emergency will be kept in an easily accessible location.
11. Elementary students are not allowed to possess prescription or non-prescription medications on district property or at district-sponsored events unless specifically authorized to do so by the building administrator.
12. Secondary students may keep and administer their own medication, but are prohibited from bringing more than one (1) day's supply of the medication to school. A note from the parent/guardian must be on file in the office or in the student's possession identifying the medication and the dosage.
13. The parent/guardian is expected to provide an adequate supply of the medication to be dispensed, and to retrieve any unused medication at the end of the school year or at the withdrawal of the student. Medication that is not retrieved by the parent/guardian by the student's last day of attendance during the school year will be disposed of by the district.

**LEGAL REFERENCE:**

Idaho Code Sections
33-506(1)
33-520

ADOPTED: January 12, 1998

AMENDED: June 12, 2006; September 8, 2008; November 12, 2012