

<b>Timberlane Regional School District</b>	<b>Policy Code: JLCD</b>
<b>Adopted: 07-99</b> <b>Revised: 02-24-05</b> <b>Revised: 04-03-08</b> <b>Revised: 11-17-11</b> <b>Revised: 05-16-19</b>	<b>Page 1 of 2</b>

## ADMINISTERING MEDICATION TO STUDENTS

Related policies JLC, JLCE, and JLCD-R

The Superintendent shall be responsible for establishing specific procedures to protect and control medications administered in schools. Such procedures are found in Appendix JLCD-R.

Prescription medication should not be taken during school hours if is possible. Medication is to be administered by the school nurse, principal or other designee. Medication will be administered in school only after the following information has been received and filed in the student's health record:

1. A written statement from the licensed prescriber detailing the method of taking the medication, dosage, and the time schedule of the medication.
2. A written authorization from the parent/guardian indicating the desire that the school nurse administer the prescribed medication to the student.

All medication should be delivered to appropriate school personnel by the parent/guardian or other adult. All prescription medication must be delivered and contained in its original pharmacy container. The school nurse is directed to keep such medications in a locked cabinet or refrigerator. No more than a 30-day supply will be kept and maintained by the school. The school nurse will contact the parent/guardian regarding any unused medication. Such medication shall be picked up by parent/guardian within ten days after its use is discontinued. If the parent/guardian does not pick up the medication within ten days, the school nurse may dispose of the unused medication and record as such in the student's health record file.

The school nurse is responsible for keeping accurate records regarding the administration of medication to students.

Students may possess and self-administer an epinephrine auto-injector if the student suffers from potentially life-threatening allergies. Both the student's parent/guardian and physician/prescriber must authorize such self-possession and self-administration. If a student finds it necessary to use his/her auto-injector, s/he shall immediately report to nearest supervising adult. The school nurse or building principal may maintain at least one epinephrine auto-injector, provided by the student, in a locked cabinet in the nurse's office or other suitable location. Additionally, students may possess and self-administer a metered dose inhaler or a dry powder inhaler to alleviate or prevent asthmatic symptoms, auto-injectors for severe allergic reactions, and other injectable medications necessary to

<b>Timberlane Regional School District</b>	<b>Policy Code: JLCD</b>
<b>Adopted: 07-99</b> <b>Revised: 02-24-05</b> <b>Revised: 04-03-08</b> <b>Revised: 11-17-11</b> <b>Revised: 05-16-19</b>	<b>Page 2 of 2</b>

treat life-threatening allergies. Both the student's parent/guardian and physician/prescriber must authorize such self-possession and self-administration.

Students shall not share any prescription or over the counter medication with another student. Notice of this prohibition will be provided in the student handbooks. Students acting in violation of this prohibition will be subject to discipline consistent with applicable Board policies.

This policy shall extend to any school-sponsored activity, event or program.

In addition to the provisions set forth herein, the school nurse and principal are responsible for ensuring the provisions of Ed.311.02, Medication During the School Day, are followed.

The school nurse or other designated personnel may administer other medications to students in emergency situations, provided such personnel has all training as is required by law. Such medication may also be administered in emergency situations if a student's medical action plan has been filed and updated with the school district to the extent required by law. The district will maintain all necessary records relative to the emergency administration of medication and will file all such reports as may be required.

**Statutory/Administrative Reference:**

- RSA 200:40-b, Glucagon Injections*
- RSA 200:42, Possession and Use of Epinephrine Auto-Injectors Permitted*
- RSA 200:43, Use of Epinephrine Auto-Injectors*
- RSA 200:44, Availability of Epinephrine Auto-Injectors*
- RSA 200:44-a, Anaphylaxis Training Required*
- RSA 200:45, Pupil Use of Epinephrine Auto-Injectors Immunity*
- RSA 200:46, Possession and Self-Administration of Asthma Inhalers Permitted*
- RSA 200:47, Use of Asthma Medications by Pupils – Immunity*
- RSA 200:54, Supply of Bronchodilators, Spacers or Nebulizers*
- RSA 200:55, Administration of Bronchodilator, Space or Nebulizer*
- NH Code of Administrative Rules – Section ED. 311.02(d); Medication During School Day*
- NH Code of Administrative Rules – Section ED. 306.12(b)(2)Special Physical Health Needs of Students*