
ADMINISTRATION OF MEDICATION TO STUDENTS

The District is authorized by law to administer oral medication to students during school hours or while students are in the custody of the District. The term "medication" shall mean all drugs and/or medicinal preparations, whether prescription or "over the counter." No drug or medicinal preparation shall be administered by school personnel to any child attending District schools unless the child requires such medication during school hours.

Each school principal shall authorize a minimum of two staff members to administer prescribed or non-prescribed oral medication. Under special conditions (e.g., field trips), other school employees shall be authorized. These designated staff members will participate in an annual in service training session conducted by a registered school nurse (school nursing employee) prior to administering medication. Trained staff shall be supervised by the school nurse.

The exception to this procedure shall be the administration of standardized non-oral medically prescribed procedures in the event of a severe allergic reaction.

Pursuant to RCW 28A.210.260, medication may be administered to students by school personnel. All oral medication is to be administered under the following conditions and requirements:

- 1) A current, unexpired request (dated within the school year) from a a licensed health care provider (LHCP), along with the signature of parent or guardian, must be received to permit administration of any medication. The request must indicate that there is a valid health reason requiring the administration of medication during school hours.
- 2) Oral medication to be administered to students by school personnel must be received by school personnel in its properly labeled original container.
- 3) The request from LHCP must be accompanied by instructions.
- 4) The medication should be properly identified and a means of safekeeping specified.
- 5) In cases where school officials have been notified that a specific student is subject to a severe allergic reaction, the above requirements should be observed in providing for administration of medication.

Limited exceptions to the above medication policy may allow some students to carry and self administer their own medication. The conditions under which exceptions may be granted are specified in the accompanying procedure.

The school nurse shall maintain a file of "Authorization for Administration of Medication." The school nurse shall supervise the administration of medication and assist the principal in developing specific guidelines and records that assure appropriate procedures for monitoring each request.

If the District decides to discontinue administering a student's medication, the Superintendent or designee must provide notice to the student's parent or legal guardian orally and in writing prior to the discontinuance. There shall be a valid reason for the discontinuance that does not compromise the health of the student or violate legal protections for the disabled.



<i>LEGAL REFERENCES</i>	<i>Policy 3200</i>	<i>Students Rights & Responsibilities</i>
	<i>RCW 28A.210.260</i>	<i>Administration of Oral Medication by--Conditions</i>
	<i>RCW 28A.210.270</i>	<i>Administration of Oral Medication by--Immunity from Liability</i>
	<i>Attorney General Memorandum</i>	<i>2/9/89, Administration of Medication</i>
<i>MANAGEMENT RESOURCE</i>	<i>Policy News</i>	<i>February 2001, Oral Medication Definition Expanded</i>



<i>POLICY ADOPTED</i>	<i>February 9, 1976</i>
<i>REVISED</i>	<i>April 28, 1980</i>
<i>REVISED</i>	<i>August 16, 1982</i>
<i>RE-ADOPTED</i>	<i>May 19, 1986</i>
<i>REVISED</i>	<i>September 11, 1989 - effective October 1, 1989</i>
<i>REVISED</i>	<i>March 27, 1995</i>
<i>REVISED</i>	<i>November 9, 1998</i>
<i>RENUMBERED</i>	<i>May 12, 2003</i>
<i>REVISED</i>	<i>September 13, 2004</i>
<i>REVISED</i>	<i>May 9, 2011</i>