
MEDICATION AT SCHOOL

The District is authorized by law (RCW 28A.210.260) to administer medication to students during school hours or while students are in the custody of the District. The term "medication" means all drugs and/or medicinal preparations, whether prescription or "over the counter." No drug or medicinal preparation will be administered by school personnel to any child attending District schools unless the child requires such medication during school hours and a current signed authorization from the child's licensed health care provider is on file at the school.

Each school principal will authorize a minimum of two staff members to administer prescribed or non-prescribed medication. Under special conditions (e.g., field trips), other school employees will 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 will be supervised by the school's licensed nurse.

The exception to this procedure will 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 medication is to be administered under the following conditions and requirements:

- 1) A current, unexpired request (dated within the school year) from 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) 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's licensed nurse will maintain a file of current "Authorization for Administration of Medication." The school's licensed nurse will train and supervise building staff, authorized by the principal, in the administration of medication, and will assist the principal in implementing specific processes and maintaining records that assure appropriate procedures for monitoring each request and medications administered.

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.



Cross References

- Student Rights & Responsibilities Policy 3200
- Self-Administration of Asthma and Anaphylaxis Medications Policy 3419
- Anaphylaxis Prevention and Response Policy 3420

Legal References

- Public and private schools—Administration Medication—Conditions RCW 28A.210.260
- Public and private schools—Administration Medication—Immunity from Liability—Discontinuance, procedure RCW 28A.210.270

Management Resources

- *Policy and Legal News*, February 2014
- *Policy News*, August 2012
- Oral Medication Definition Expanded *Policy News*, February 2001

- Policy Adopted* February 9, 1976
- Revised* April 28, 1980
- Revised* August 16, 1982
- Re-adopted* May 19, 1986
- Revised* September 11, 1989 –
..... effective October 1, 1989
- Revised* March 27, 1995
- Revised* November 9, 1998
- Renumbered* May 12, 2003
- Revised* September 13, 2004
- Revised* May 9, 2011
- Revised* May 4, 2015