

Adopted: February 1, 2005

Amended: January 1, 2016

524 STUDENT MEDICATION

I. PURPOSE

The purpose of this policy is to set forth the provisions that must be followed when administering non-emergency medication to students.

II. GENERAL STATEMENT OF POLICY

Kato Public Charter School acknowledges that some students may require prescribed medication during the school day. The school district's school nurse, his/her trained designee or other staff member will administer prescribed medications in accordance with law and the school district's policy.

III. REQUIREMENTS

- A. Administration of prescription medication by school personnel must only be done with the written order of a licensed physician and written authorization of parent/guardian provided on the medication consent form. Non-prescription medication will be administered to students only with parent/guardian written authorization provided on the medication consent form. Only oral medications will be administered in school.
- B. A new medication consent form is required when the dosage or time of administration of the medication is changed. A new medication consent form with appropriate signatures must be received annually. Parents should notify the school when the medication is discontinued.
- C. Prescription medication must be brought to school by a parent/guardian in the original container labeled for the student by a pharmacist or physician in accordance with the law. Medication must be administered in a manner consistent with the instructions on the label. The following information must be on the label:
 - 1. Student's full name
 - 2. Name and dosage of medication
 - 3. Time and directions for administration must match the medication consent form
 - 4. Physician's name
 - 5. Date (must be current)
- D. Non-prescription medication must be brought to school by the parent/guardian in its original container.
- E. All oral medications will be kept in a locked cabinet in the school health office. Oral medications are not to be carried by the student. If an exception is to be made, there must be a written agreement between the school district and the parent. A student must never carry controlled substances.

- F. Students with asthma or reactive airway disease, who need to use their inhaler(s) during the school day, will be allowed to carry and be responsible for administration of their own inhaler(s) only with written consent of their physician and parent/guardian. The school nurse will assess the student's knowledge and skills to safely possess and use their inhaler(s) in a school setting. A plan to implement the safe possession and use of inhaler(s) will be entered in the student's health record.
- G. Medications used by students with a life-threatening condition or a disability may be administered as provided for in an Individual Emergency Health Care Plan, IEP or Section 504 plan. A completed medication consent form is required annually.
- H. The school nurse or his/her designee shall be responsible for filing the medication consent form in the health record. The school nurse or his/her designee shall be responsible for providing a copy of such form to the Director/teacher or to other personnel designated to administer the medication.
- I. The school nurse shall develop guidelines for administration of medication at school and school activities.
- J. Specific exceptions:
 - 1. Special health treatments and health functions such as catheterization, tracheotomy suctioning, and gastronomy feedings do not constitute administration of medication.
 - 2. Medication provided or administered by a public health agency to prevent or control an illness or a disease outbreak are not governed by this policy.
 - 3. Medications:
 - a. that are used off school grounds;
 - b. that are used in connection with athletics or extracurricular activities, or
 - c. that are used in connection with activities that occur before or after the regular school day.

(Legal and Cross References are constantly changing; these items shall remain under review)

Legal References:

Minn. Stat. § 13.32 (Student Health Data)
Minn. Stat. § 121A.21 (Hiring of Health Personnel)
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 121A.221 (Possession and Use of Asthma Inhalers by Asthmatic Students)
Minn. Stat. § 151.212 (Label of Prescription Drug Containers)
20 U.S.C.1400, et seq. (IDEA)
29 U.S.C.794, et seq. (Section 504)

Cross References:

Policy 418 (Drug-Free Workplace/Drug Free School)