

# **MEDICATION PROCEDURES**

## ***Administrative Procedure for the Enforcement Of Policy for Medication In Schools***

As a general principle, medications are not to be given at schools. Acutely ill students should be sent home. Students convalescing from an acute illness should remain at home until the need for medication no longer exists.

Students should not be allowed to have any drugs in their possession on the school grounds.

Special circumstances exist for a health problem that can be expected to be of a long duration. When such a condition exists, the following policy will be adhered to:

### **GOALS PHILOSOPHY**

To assure school attendance for students who must use medication in the treatment of chronic disabilities or illness.

Any student who is required to take medication during the regular school day must comply with school regulations. These regulations must include at least the following:

- Written orders from a physician detailing the name of drug, dosage, route and time interval medication is to be taken.
- Written request and permission from the parent or guardian of the student requesting that the school district comply with the physician's order.
- Medication must be brought to the school in a container appropriately labeled by the pharmacy or physician that matches the school medication order.
- An appointment must be made with the school nurse to receive any new medication or change in medication orders.
- Upon receipt of any new medication, an assessment by the school nurse must be made of the medication and the student who is to receive the medication.
- Each medication given must be recorded on a medication log, which includes date, time dosage and signature of person giving medications.
- Opportunities must be provided for communication with the student, parent and physician regarding the efficiency of the medication administered during school hours.
- The school nurse will inform the appropriate school personnel of potential benefits and side effects of the drug being administered.
- Observe, evaluate, and report to student's physician, with parental approval, the student's health status and reaction at school to medication(s) that has been prescribed by the physician
- Report to the physician those factors in the school that might affect the student's condition.

### **MEDICINES**

It shall be the responsibility of the Board, through its school administrators, to notify the parents immediately of any child who becomes ill while in school. The administration of any drugs or other medication, including aspirin, provided for students shall, whenever possible, be under the supervision and directions of a duly licensed person.

In extreme cases when the taking of medication is necessary for a child to be able to attend school, a parent may make a request in writing to the principal, school nurse, or his designee that prescribed medication be given to their child based upon written instructions from the attending physician. Such medication shall be taken to school in a pharmacy-labeled bottle. This includes prescription and over-the-counter medications. All medication shall be securely stored in the principal's office or other appropriate areas as designated by the principal.

No employee of the school district may be held responsible if the child does not receive his scheduled dose of medicine or if the child takes an overdose of medicine. If the daily dose of medicine is lost, stolen,

or spilled, or if the child refuses to take it or spits it out, a reasonable attempt will be made to reach the parents. If the parents cannot be reached, the school personnel shall not be held responsible. These particular situations must be documented and signed by the person(s) involved.

Ref.: La. Rev. Stat. Ann. §17:81

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### **CONTAGIOUS DISEASES (MEDICAL PROBLEMS)**

Students who display symptoms indicative of a communicable disease must see a physician for diagnosis. It is the responsibility of the parent to provide documentation from the medical authority as to the status of the child's condition and date the physician recommends for return to school.