

PENN MANOR SCHOOL DISTRICT

SECTION: PUPILS

TITLE: USE OF MEDICATIONS

ADOPTED: September 13, 2010

REVISED:

210. USE OF MEDICATIONS	
1. Purpose	The Board is not responsible for the medical diagnosis of student illnesses. Students shall be permitted to receive medications during school hours only in accordance with the direction of the student’s parents/guardians or licensed healthcare provided and only when failure to take such medicine would jeopardize the health of the student or the student would not be able to attend school if the medicine were not made available during school hours.
2. Definition	For purposes of this policy, medication shall mean any drug or medicine of any nature or kind, including all medicines prescribed by a licensed healthcare provider and all nonprescription medicines.
3. Authority SC 510 Title 22 Sec. 12.41	Before any medication may be administered to or by any student during school hours, the Board shall require the written request of the parent/guardian, giving permission for such administration and relieving the Board and its employees of liability for administration of medication and/or the written order of the prescribing physician, which shall include the purpose of the medication, dosage, time at which or special circumstances under which the medication shall be administered, length of period for which medication is prescribed, and possible side effects of medication.
4. Guidelines	<p>The Superintendent shall develop guidelines for the administration or self-administration of medication which shall provide that:</p> <ol style="list-style-type: none"> 1. All medications shall be delivered to the school district in the original, properly labeled container. 2. Medications shall be securely stored and kept in the original labeled container.

<p>Pol. 210.1, 210.2</p>	<p>3. A student will be permitted to receive medication only when requested in writing by the parent/guardian or licensed healthcare provider who, in writing, shall provide the name of the student; name of the medication; the time at which, or special conditions under which, the medication shall be administered; quantity of dosage; frequency of dosage; limitations of student activity while taking medication/treatment; name and telephone number of licensed healthcare provider; reason for medication; and possible reactions as well as any necessary emergency response. The district reserves the right to require updated prescriptions and parental approvals for the administration of medication in school.</p> <p>4. A school nurse, when available, shall be the primary person to administer medication, or to observe self-administration of medication by a student. If a school nurse is not available, the Superintendent will designate in writing the person(s) authorized to administer medication, or to observe self-administration of medication by a student. Whenever a school district employee administers medication to a student or observes self-administration of medication by a student in accordance with this policy, the employee shall be deemed to be acting within the scope of his/her employment.</p> <p>5. Students may self-carry and self-administer asthma inhalers or epinephrine auto-injectors in accordance with Board policy.</p> <p>Failure to comply with the requirements of this policy including, but not limited to, the unauthorized distribution of medication to third parties shall result in the loss of privilege to self-carry and self-administer and other appropriate disciplinary action.</p> <p><u>Self-Administration</u></p> <p>Self-administration of medication may only occur with written parent/guardian permission if the self-administration is monitored by authorized school district personnel. To self-administer medication, the student must be able to:</p> <ol style="list-style-type: none">1. Respond to his/her name and recognize visually his/her name.2. Identify his/her medication.3. Measure, pour and administer the prescribed dosage if the prescribed dosage has been prepared by the school nurse.4. Demonstrate a cooperative attitude in all aspects of self-administration of medication.
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Personnel who are permitted to monitor student self-administration of medication shall:

1. Be able to read the medication label in the language in which the medication label is written and be able to follow the label directions.
2. Demonstrate the ability to perform safely the following tasks:
 - a. Remind the student when to take the medication.
 - b. Obtain the medication.
 - c. Procure water for taking oral medication.
 - d. Open the container/bottle if necessary.
 - e. Place the container(s) of medication in close proximity to the individual.
 - f. Sign the medication sheet.
3. Be able to recognize any changes in a student's appearance and/or behavior which need to be communicated to the school nurse.

The school nurse is responsible for maintaining an individual medication file for each student taking medication during school hours. The file shall be kept in a designated location and shall include the information required by this policy.

Unused Medication

Unused medication shall be picked up from the school by the parent/guardian at the end of the prescribed period or at the end of the school year, whichever is earlier. Any medication not picked up will be disposed of by the district. Unused medication will not be returned directly to students.

References:

School Code – 24 P.S. Sec. 510, 1402

State Board of Education Regulations – 22 PA Code Sec. 12.41

Board Policy – 000, 210.1, 210.2