

JOHNSTON PUBLIC SCHOOLS

Policy For The Administration of Medication In School

- 1) Except in the case of an emergency situation, only a certified school nurse-teacher or a student's parent or legal guardian is authorized to dispense medication to students. In a life-threatening situation, any school personnel may administer emergency medication.
- 2) Prescription and non-prescription medication will be dispensed by the certified school nurse-teacher only when:
 - a) a written order is provided by the licensed health care provider, AND
 - b) it is authorized in writing by the parent or legal guardian, AND
 - c) the medication is received in the original labeled container.
- 3) All medication dispensed in school must be done in accordance with the *Procedure for Administration of Medication in School*
- 4) Inhalers and epinephrine auto injectors or other medications may be self administered with written authorization from both parent and physician. These medications are to be stored in the office/health room unless written authorization from the licensed health care provider states otherwise.
- 5) No elementary student will be allowed to transport medication to and from school with the exception of emergency medications. All other medication must be transported by parent or another adult. Secondary students transporting medication must follow the procedure outlined in *Procedure for Administration of Medication in School*.
- 6) Controlled substances (i.e. Ritalin, Dexedrine, etc) brought into school must be counted as outlined in the *Procedure for Administration of Medication in School*.
- 7) All medication will be kept in a secured cabinet, with the exception of emergency medication. Emergency medication will be stored at a predetermined location in each individual school, accessible to student and personnel who may assist the student.
- 8) In the case of field trips, inhalers and epinephrine auto-injectors should be carried by the student or teacher with written permission of the licensed health care provider and parent/legal guardian. Students may self-carry and/or self-administer other medication on field trips only when:
 - a) it is requested in writing by the licensed health care provider, and;
 - b) it is authorized in writing by the parent or legal guardian, and;
 - c) it is in consultation with certified school nurse-teacher and administration, and;
 - d) medication is provided by the parent/legal guardian in original labeled container, and;
 - e) it is done in accordance with field trip section of the *Procedure for Administration of Medication in School*.
- 9) Standing orders for medication to be dispensed by the school nurse-teacher may be written at the discretion of the school physician.