

**Vallivue School District #139**

The board recognizes that students attending the schools in this district may be required to take medication while at school or school sponsored activities. Generally, medications should be dispensed to students before and/or after school hours under the supervision of the parent/guardian. In order to avoid disruption of the student's education during the school day, medications should be dispensed at school only when medically necessary to meet the health needs of the student. The role of the district is to protect the health and safety of all students.

If a student must take prescription or non-prescription (over-the-counter) medication while at school or school sponsored activities, the district will implement the following guidelines:

**PRESCRIPTION AND NON-PRESCRIPTION MEDICATIONS****A. PERMIT TO ADMINISTER MEDICATION**

1. The parent/guardian is responsible for notifying the school that the student requires medication and for supplying the medication(s).
2. The district requires that the student's health care provider submit a signed medication permit for each medication, which includes the current treatment plan. The parent/guardian will be required to sign the medication permit authorizing school personnel to administer the medication. The label on a pharmacy dispensed container does not constitute a medication permit.
3. For the safety of the student, medication permits signed by an out-of-country physician will not be considered valid.
4. A current permit for each medication must be on file prior to the administration of prescription or non-prescription medication.
5. Permits are valid for the current school year unless specified as indefinite duration by the physician. Indefinite medication permits valid for as needed medications, must be renewed for each student when transitioning to secondary school.
6. The student's medication permit will be reviewed by the school nurse, and a health plan will be developed, if determined necessary.
7. The parent/guardian is responsible for notifying the district of any changes in the student's medical condition that would impact the administration of medication. Any change in medication orders will require a new medication permit.

**B. MEDICATION**

1. All medication must be in the original, unaltered container and be labeled with the student's name, name of the medication and strength.
2. Expired medications will not be administered.
3. Vallivue School District will not administer non-FDA approved medications including home remedies, plants, herbs, vitamins, essential oils and other non-conventional forms of medicine at school.

**C. STORAGE AND TRANSPORTATION**

1. All medications that are not self-administered will be kept in a secured locked area in the health office unless otherwise indicated.
2. The parent/guardian is responsible to transport medications to and from school, unless a physician has indicated on the medication permit that the student may carry and self-administer medication.
3. Medication meeting the requirements of this policy may be transported by an authorized Vallivue staff member for school sponsored activities or for temporary alternative placements within the Vallivue School District.
4. Controlled medications may not be carried or self-administered by the student.
5. The parent/guardian is expected to provide an adequate supply of the medication to be administered, and to retrieve any unused medication at the end of the school year or upon withdrawal of the student. Medication that is not retrieved by the parent/guardian by the student's last day of attendance during the school year will be discarded.—

**D. ADMINISTRATION OF MEDICATION**

1. It is the student's responsibility to come to the office at the appropriate time to take his or her medication, unless otherwise indicated.
2. The school nurse will abide by the administrative Rules of the Idaho Board of Nursing for the administration of medication.
3. An employee(s) will be designated by the district and/or school principal to administer medication. The school nurse will train all designated employees prior to the administration of any medication.
4. Only the physician may approve the self-administration of medication. A student who is permitted to self-administer medication consistent with this policy may be recommended to maintain a current duplicate of the prescription medication in the

Health Office.

5. In practicing self-administration, students will honor standard precautions for the disposal of waste.

**E. IDAHO CODE FOR THE SELF-ADMINISTRATION OF PRESCRIBED INHALER, EPINEPHRINE AUTO-INJECTOR, INSULIN AND/OR BLOOD GLUCOSE MONITORING SUPPLIES (I.C. 33-520)**

1. Any student for whom a physician or other authorized medical professional has prescribed 1) a metered-dose inhaler or dry powder inhaler for treatment of asthma or other potentially life-threatening respiratory illness, 2) an epinephrine auto-injector for severe allergic reaction (anaphylaxis), 3) insulin, and/or 4) blood glucose monitoring supplies will be permitted to self-administer such medication as prescribed by a physician during the school day and at school-sponsored activities.
2. A student who is permitted to self-administer medication consistent with this policy is permitted to possess and use a prescribed inhaler, epinephrine auto-injector, insulin, and/or blood glucose monitoring supplies at all times as prescribed by their physician during the school day and at school-sponsored activities.
3. For purposes of section E of this policy:
  - a. “Medication” means a meter-dosed inhaler, dry powder inhaler, or epinephrine auto-injector, insulin and/or blood glucose monitoring supplies prescribed by a physician and having an individual label.
  - b. “Self-administration” means a student’s use of medication pursuant to prescription or written direction from a physician.
4. Self-administered medication is subject to section A-E of this policy.

**F. DOCUMENTATION**

1. The school nurse or designee who administers medication to students will maintain a separate charting form for each medication.
2. Medication must be counted and signed in and out on the medication charting form by two witnesses.
3. School personnel shall record each dose of medication administered on the student's individual medication charting form.



**LEGAL REFERENCE:**

Idaho Code Sections 33-506(1); 33-520; IDAPA 23

**ADOPTED: 1/11/82 (Replaces existing policy 503.1)**

**AMENDED: 10/11/94, 2/12/96, 2/9/99, 2/12/02, 5/11/04, 7/10/07, 9/9/08, 6/14/11, 3/12/13, 6/9/15, 01/10/17, 03/13/18, 03/12/19**