

	<p>MEDICATION AT SCHOOL</p>	<p>Policy No. 3416 April 3, 2024 Page 1 of 3</p>
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It is the policy of the School Board that under normal circumstances, prescription and non-prescription (over-the-counter) medication, for students should be administered before and/or after school hours under supervision of the student's parent/guardian. If a student must receive prescription or over-the-counter oral or topical medication, eye drops, ear drops, or nasal spray from an authorized staff member, the parent/guardian must submit a written request and a written authorization from a licensed healthcare practitioner (LHP) prescribing within the scope of their prescriptive authority. If the medication will be administered for more than fifteen consecutive days, the LHP must also provide written, current, and unexpired instructions for the administration of the medication.

The Superintendent or their designee is granted the authority to establish procedures for:

- A. Designating staff members who may administer medication to students;
- B. Training, delegation, and supervision of staff members in the administration of medication to students by a registered nurse (RN), including oral medication, topical medication, eye drops, ear drops, and/or nasal spray;
- C. Obtaining signed and dated parent/guardian and LHP requests and authorizations for the administration of medications, including instructions from the LHP if the medication is to be given for more than fifteen days;
- D. Transporting medications to and from school;
- E. Storing medication in a locked or limited access area;
- F. Labeling medication;
- G. Administering medication, including identification of student and medication;
- H. Documenting administration of medication, including errors, reactions, or side effects;
- I. Disposing of medications;
- J. Maintaining records pertaining to the administration of medication;
- K. Maintaining student confidentiality;
- L. Permitting, as appropriate, possession and self-administration of medications necessary for student school attendance;

- M. Permitting possession and self-administration of over-the-counter topical sunscreen products (see Sunscreen Section below); and
- N. Reviewing and evaluating medication practices and documentation.

While this Board Policy and the accompanying procedure provide general requirements for medication at school, additional School Board Policies and their procedures govern the use of certain medications including, but not limited to, the following:

- Board Policy No. 3419, Self-Administration of Asthma and Anaphylaxis Medication, and Board Policy No. 3420, Anaphylaxis Prevention and Response, govern the use of injectable medication for the treatment of anaphylaxis.
- Board Policy No. 3409, Accommodating Students with Seizure Disorders or Epilepsy, governs the care of students with seizure disorders or epilepsy.
- Board Policy No. 3415, Accommodating Students with Diabetes, governs the care of students with diabetes.
- Board Policy No. 3424, Opioid-Related Overdose Response, governs the use of school-owned opioid-related overdose reversal medication to respond to symptoms of an opioid-related overdose.
- Board Policy No. 3423, Parent/Guardian Administration of Marijuana for Medical Purposes, governs the administration of marijuana-infused products to a student by a parent/guardian as allowed by law. Washington State law (RCW 69.51A.060) permits the use of medical marijuana, however, federal law (Title IV-Part A—Safe and Drug Free Schools and Communities and the Controlled Substances Act (CSA) (21 U.S.C. § 811) prohibits the possession and use of marijuana on the premises of recipients of federal funds including educational institutions. School nurses may not administer medical marijuana.

Except for limited situations, no school staff other than a RN or licensed practical nurse (LPN) may administer suppositories, rectal gels, or injections (except for emergency injections for students with anaphylaxis, as stated Board Policy No. 3419, Self-Administration of Asthma and Anaphylaxis Medication, and Board Policy No. 3420, Anaphylaxis Prevention and Response. In some situations, a parent-designated adult (PDA) may administer certain injections.

If the school decides to discontinue administering a student's medication, the Superintendent or designee must provide notice to the student's parent/guardian orally and in writing prior to the discontinuance. There must be a valid reason for the discontinuance that does not compromise the health of the student or violate legal protections for students with disabilities.

Sunscreen

Over-the-counter (OTC) topical sunscreen products may be possessed and used by students, parent/guardians, and school staff without a written prescription or note from a licensed health care provider if the following conditions are met:

- A. The product is regulated by the US Food and Drug administration as an over-the-counter sunscreen product; and
- B. If possessed by a student, the product is provided to the student by a parent/guardian.

Adopted: December 2011

Revised: April 2023; July 2020; April 2015; June 2013

Cross Reference: Policy Nos. 2151; 3409; 3410; 3411; 3413; 3415; 3419; 3420; 3423; 3424; 4215

Related Superintendent Procedure: 3415SP; 3416SP

Previous Policies: D108.00; 3415

Legal References: RCW 28A.210.260 Public and private schools—Administration of medication—Conditions; RCW 28A.210.270 Public and private schools—Administration of medication—Immunity from liability—Discontinuance, procedure; Chapter 18.71 RCW Physicians; Chapter 18.79 RCW Nursing Care; Attorney General Memorandum (2/9/89) — Administration of Medication

Management Resources: *WSSDA Policy & Legal News*, August 2018; February 2014; August 2012; February 2001