

Policy: Administering Medicine to Students
File Code: JHCD

The Chittenden Central Supervisory Union (CCSU) recognizes that many children are able to attend school sessions because of the effective use of medication in the treatment of chronic disabilities or illnesses.

It is the feeling of the CCSU, the administration, and the school nurse/school health professional that it is always more desirable for medication to be administered in the home. However, any student who is required to take medication during the regular school day must comply with school regulations.

Procedures

1. Written orders from a physician regarding all prescription medications will be provided to the school nurse/school health professional. Written permission from the parent/guardian of the student requesting that the school nurse/school health professional comply with a physician's order must accompany the physician's order. This information must include:

- a) child's name
- b) name of medication
- c) purpose of medication
- d) time to be administered
- e) dosage

In grades K-5, non-prescription medication such as Tylenol, aspirin, vitamin pills or other over-the-counter treatment will only be administered with specific parent permission.

In grades 6-12, parents may give blanket written permission for the administration of non-prescription medication. This written permission will be kept on file with the school nurse.

2. Medication must be brought in the original, labeled container and given to the school nurse/school health professional or principal immediately upon entering building. Failure to comply will be grounds for disciplinary action.

3. The school nurse/school health professional will:

- a. Inform appropriate personnel of the medication and pertinent instructions.
 - b. Keep a record of the administration of the medication.
 - c. Keep medication in a secured location.
 - d. Administer medication to best ensure confidentiality.
4. A staff member will not assist with or provide any medication to a student without the full knowledge and authority of the parent, physician, principal and/or nurse/school health professional.
 5. In the case of anaphylaxis¹ the school nurse/school health professional, with proper training, may administer an EpiPen on a student with a non-diagnosed, life-threatening allergic reaction.
 6. In compliance with a physician's order and the school nurse/school health professional's knowledge, students with chronic illnesses, (e.g. seizure disorders, asthma, cystic fibrosis, diabetes, etc.) who are responsible for self-administering their medications should be allowed to continue the practice. The physician's written order must indicate whether the child may carry the medication with him/her or must have it locked in the nurse/school health professional's office.

Approved: November 23, 1999
Chittenden Central Supervisory Union

¹ Anaphylaxis is an emergency allergic reaction. It is rare and extremely serious and may occur in persons not previously known to be allergic or hypersensitive. The reaction ranges from mild, self-limited symptoms to rapid death. Immediate action in the form of administering an EpiPen may be required to prevent fatality.