



Students - Series 3000

Medication at School- 3416

Washington State law permits school staff to administer oral, eye, ear, or topical medication only in limited situations. When possible, the parent/guardian and licensed health professional are urged to design a schedule for giving medication outside school hours. Medication is defined to mean all substances, whether prescription or non-prescription (over-the-counter).

No student may give, dispense, or administer any medication or remedy to another student.

The Superintendent will establish procedures for the administration of medication at school that include (a) ensuring safe storage of the medication, (b) designating the staff member(s) who may administer medication to students, (c) training and supervising designated staff member(s) in the administration of medication by a registered nurse, (d) obtaining signed and dated parental and licensed health professional request for dispensing prescribed or over-the-counter (OTC) medication, and (e) maintaining accurate administrative records.

Before designated staff can administer medications at school, a current written parental request and a written request from a licensed health professional prescribing within the scope of his/her prescriptive authority must be provided. Authorizations and prescriptions to dispense medications at school will only be honored during regularly scheduled school hours or when students are under the supervision of school officials.

Medication will be administered by injection, using an auto-injector, when a student is susceptible to a predetermined, life-threatening condition. In such an instance, the parent/guardian will submit a written and signed permission statement. Such an authorization will include signed and dated written orders accompanied by supporting directions from the licensed health professional. A staff member will be trained by a school nurse prior to injecting a medication using an auto-injector.

Designated school staff may be trained to administer oral, eye, ear, or topical medication. Only a licensed nurse may administer rectal medication, nasal medication, or non-emergent injections.

If the district 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 the disabled.

Students in preschool through eighth grade shall not be in possession of over-the-counter or prescription drugs or medications/remedies on school premises (inhalers, emergency medication, sunscreen and pancreatic enzymes may be exempted from this requirement). Students in grades 9-12 will not be in possession of over-the-counter or prescription drugs or medications/remedies on school premises except as provided below:

A. Prescription Medications

In situations where the parent/guardian, principal, and school nurse believe it is in the best interest of the student that he or she carry the prescription medication, the student will carry a copy of the written permission from the parent/guardian and licensed health professional, indicating the name and dosage of the medication, plus dates and time to be given. Only one day's dosage (in originally labeled container) will be carried by student (inhalers, emergency medication, and pancreatic enzymes may be exempted from this requirement). This permission does not extend to controlled substances. The original permission form will be on file in the Health Room.

B. Non-prescription (Over-the-Counter) Medications

Students in grades 9-12 may be in possession of over-the-counter drugs or medications/remedies on school premises under the following conditions:

- Student must carry written permission from parent/guardian indicating what over-the-counter medicine and dosage student may take.
- Student must carry only one school day's dosage in original package or container.
- Sunscreen is exempt in compliance w RCW 28A.210

Cross References: Policy 3415 Accommodating Students with Asthma
Policy 3412 Prevention and Management of Anaphylaxis

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
RCW 69.41 Legend Drugs-Prescription Drugs
21 USC § 812 Schedules of controlled substances

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