

Swan River Montessori Charter School

Adopted: August 2005

Revised: 3.20.20

**Medication Policy**

**PURPOSE**

The purpose of this policy is to set forth the provisions that must be followed when administering nonemergency prescription medication to students at school.

**GENERAL STATEMENT OF POLICY**

The school district acknowledges that some students may require prescribed drugs or medication during the school day. The School Director, or designee, may administer prescribed medications in accordance with law and school district procedures.

**REQUIREMENTS**

- A. The administration of prescription medication or drugs at school requires a completed, signed request from the student's parent.
- B. A "Medication Authorization for Students" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs.
- C. Prescription medication must come to school in the original container labeled for the student by a pharmacist in accordance with law, and must be administered in a manner consistent with the instructions on the label.
- D. The School Director, or designee, may request to receive further information about the prescription, if needed, prior to administration of the substance.
- E. Prescription medications are not to be carried by the student and will be left with the appropriate school district personnel. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (See Part L.5. below), and medications administered as noted in a written agreement between the school district and the parent or as specified in an IEP (Individualized Education Plan), Section 504 Plan, or IHP (Individual Health Plan).
- F. The school must be notified immediately by the parent or guardian of any change in the student's prescription medication administration. A new Medication Authorization for Students form and container label with new pharmacy instructions shall be required immediately as well.
- G. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 Plan, or IHP.
- H. The School Director, or other designated person, shall be responsible for the appropriate filing of the Medication Authorization for Students form.
- I. Procedures for administration of drugs and medicine at school and school activities shall be developed in consultation with a school nurse, a licensed school nurse, or a public or private

health organization or other appropriate party (if appropriately contracted by the school district under Minn. Stat. § 121A.21). The school district administration shall submit these procedures and any additional guidelines and procedures necessary to implement this policy to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.

- J. Districts and schools may obtain and possess epinephrine auto-injectors to be maintained and administered by the School Director, or designee, to a student or other individual if, in good faith, it is determined that person is experiencing anaphylaxis regardless of whether the student or other individual has a prescription for an epinephrine auto-injector. The administration of an epinephrine auto-injector in accordance with this section is not the practice of medicine.
- K. SRMCS may enter into arrangements with manufacturers of epinephrine auto-injectors to obtain epinephrine auto-injectors at fair-market, free, or reduced prices. A third party, other than a manufacturer or supplier, may pay for a school's supply of epinephrine auto-injectors.
- L. Specific Exceptions:
  - 1. Special health treatments and health functions such as catheterization, tracheostomy, suctioning, and gastrostomy feedings do not constitute administration of drugs and medicine;
  - 2. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy;
  - 3. Drugs or medicine provided or administered by a public health agency to prevent or control an illness or a disease outbreak are not governed by this policy;
  - 4. Drugs or medicine that are prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:
    - a. The school district has received a written authorization from the pupil's parent permitting the student to self-administer the medication;
    - b. The inhaler is properly labeled for that student; and
    - c. The parent/guardian has not requested school personnel to administer the medication to the student.
    - d. The parent/guardian has submitted written authorization for the student to self-administer the medication each school year.
    - e. The parent/guardian has submitted written verification from the prescribing professional which documents that an assessment of the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting has been completed.
  - 5. Prescription non-syringe injectors of epinephrine, consistent with state law, if the parent and prescribing medical professional annually inform the pupil's school in writing that:
    - a. The pupil may possess the epinephrine; or
    - b. The pupil is unable to possess the epinephrine, but requires immediate access to non-syringe injectors of epinephrine that the parent provides, properly labeled, to the school for the pupil as needed.