

5330 - USE OF MEDICATIONS

The School Board shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication and/or medically-prescribed treatments to a student during school hours will be permitted only when failure to do so would jeopardize the health of the student, the student would not be able to attend school if the medication or treatment were not made available during school hours, or if the child is disabled and requires medication to benefit from his/her educational program.

For purposes of this policy, "medication" shall include all medicines including those prescribed by a physician/health care provider and any over-the-counter drugs, herbal preparations, and/or remedies, as well as physical equipment needed to administer such medicines. "Treatment" refers both to the manner in which a medication is administered and to health-care procedures which require special training, such as catheterization, as well as physical equipment needed to provide such treatments.

Before any medication or treatment may be administered to any student during school hours, the Board shall require the written prescription from the child's physician/health care provider accompanied by the written authorization of the parent. This document shall be kept on file at the school site, and made available to the persons designated by this policy as authorized to administer medication or treatment. School personnel designated by the principal as being responsible for administration of medication shall participate in a scheduled training program provided by the school nurse. No student is allowed to provide or sell any type of prescription or over-the-counter medication to another student. Violations of this rule will be considered a violation of the Code of Student Conduct.

Delivery of Medication to School

- NO STUDENT IS ALLOWED TO TRANSPORT MEDICATION TO OR FROM SCHOOL. The exception to this is for students who have a completed self-carry authorization form (for epinephrine auto-injector, insulin, inhaler or pancreatic enzymes) on file at the school.
- Medications are not to be transported on a school bus or placed in the student's backpack for transport.
- Parents, or their designee, are required to hand-deliver all medication to the school in order to complete all required paperwork and verify the amount of medication delivered. School personnel will not administer any medication until the completed and signed form is received at the school.
- Parents should arrange for a separate supply of medication for school use. These medications must be in their original labeled container provided by the pharmacy or manufacturer.
- Medication should not be transported between home and school on a daily basis, unless the parent daily drops the medication off and signs it in to school and daily picks the medication up and signs it out of school.
- Upon delivery at school, all medication must be counted by a school staff member trained to administer medication. Counting should take place in the presence of the adult who delivered the medication to school. The total should be written on the Administration of Medication card and signed by both staff member and parent.
- If a dose involves a half-tablet, each half-tablet will be counted. If the dose involves 1 ½ tablets, the parent will need to bring in two bottles: one with full tablets and another with half-tablets. Each bottle will then be counted separately and the medication cards stapled together. It is the responsibility of the parent to cut the pills in half.
- All medications shall remain in their original container.

Medication Pick-Up by Parent or Disposal by School – End of Year, Transfer, Withdrawal

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2 No medications are to remain on school property at the end of the school year or after the student
3 transfers, withdraws, or otherwise no longer attends the school. Health Services staff will make every
4 effort to notify parents that medications must be picked up and signed out by the last day of school or
5 attendance. No medications will be sent home with a student. It is the parent's responsibility to pick up
6 and sign out any unused medications at the end of the school year or other relevant time and schools are
7 encouraged to make announcements near the end of the school year in newsletters, phone messages, or
8 other parent communications that medication must be picked up at the end of the year. It is recommended
9 that parents leave just enough medication at school to complete the school year or for the student's
10 attendance at the school, and the schools should work with parents to determine this amount.

11 Although the school will attempt to notify parents of the need to pick up medications remaining at school
12 at the end of the school year or student attendance, including those medications that were expired or
13 discontinued, the school shall destroy of such medications that have not be retrieved. Such destruction
14 shall be in accordance with practices approved by Health Services and in accordance with law.

15 Administrative procedures necessary to implement this policy shall be set forth in the School Health
16 Services Manual. ~~dated January 10, 2012 and amended January 15, 2013, which is incorporated herein~~
17 ~~by reference.~~

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20 F.S. 1006.062

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22 Adopted 12/9/09; Revised 1/10/12, 1/15/13, / /13
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27 Approved as to form and legality:
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32 School Board Attorney