

~~The Transylvania County Board of Education recognizes that under certain circumstances it will be necessary for students to take medication during school hours or while participating in extra-curricular activities. N.C.G.S. 115C-307 permits public school employees, when given the authority by the Board, to administer medication prescribed by a health care provider upon written request of the parent/guardian (JHCD-E1) or under JHCE, JHCE-R (Diabetes Care Plan Policy). The Board authorizes school system personnel to administer medications in the case of a student who has a chronic or acute health problem, or a student with an unusual health problem. The school will assume no responsibility for students who self-medicate or for the transportation of medication to and/or from school.~~

~~The school and its personnel and the Board of Education shall assume no liability for complications or side effects of medication when administered in accordance with the instructions provided by the parent/guardian and health care provider.~~

~~School staff may administer medication to students at school only if the health care provider deems it necessary for the medication (prescription or non-prescription administered for more than three consecutive school days) to be given during school hours and if a parent/guardian requests this in writing. Medications (prescription or non-prescription administered for more than three consecutive school days) shall be administered in accordance with the health care provider's instructions as indicated on form JHCD-E1 or in accordance with a student's diabetes care plan. A parent/guardian may request that non-prescription medicine be administered to a student for three consecutive school days or less by filling out form JHCD-E1 and submitting it to the school.~~

~~Students using inhalers prescribed by a physician shall maintain control of their inhalers throughout the school day unless written documentation from their physician states otherwise. Students using inhalers must have form JHCD-E1 completed by both the parent/guardian and physician on file at their school.~~

~~School staff may apply insect repellent (non-aerosol) and/or sunscreen to a student based on written, dated request from the parent/guardian. The insect repellent (non-aerosol) and/or sunscreen shall be provided by the parent/guardian and must be clearly labeled with the student's full name. The staff member shall follow the directions for application written on the insect repellent and/or the sunscreen.~~

~~The parent/guardian shall:~~

- ~~• Have the pharmacist label two containers, one for home use and one for school use, if the child is to receive the medication at both sites.~~

- Provide non-prescription medication in the original container.
- Deliver medication to a school staff member. No medication will be transported on the school bus except in case of emergency.
- Remove medications from school premises when medication administration has been completed, or the school will dispose of medications within two weeks.
- Sign the "Request for Medications To Be Given During School Hours" form (JHCD-E1) and return it to the school for any type of medication that is to be administered during the school day. The student's physician must complete the appropriate section on the form (JHCD-E1) when prescription medicine or non-prescription medicine administered for more than three consecutive school days is to be administered during the school day.
- Complete the Diabetes Care Plan packet for diabetic students, if appropriate, and follow guidelines developed in the plan.

The principal shall:

- Cooperatively work with teachers to develop a written procedure for administering medication (prescription or non-prescription) at his/her building and designate who is responsible for dispensing medication, (i.e., teacher, assistant, or designee).
- Provide information from the Diabetes Care Plan for diabetic students.
- Keep medications and medication logs in a confidential setting and locked in a secure place.
- Develop a plan that is protective of teachers' time with students and least disruptive to the instructional process.
- Designate at least two persons who have the responsibility for security and/or administration of medications and/or the intensively trained persons in the Diabetes Care Plan at each school.
- Maintain records of the administration of all medication to the students (JHCD-E2) and/or in accordance with the student's Diabetes Care Plan.

- ~~The principal or his/her designee shall monitor the administration of medications and medication logs annually.~~

~~APPROVED BY BOARD
AND EFFECTIVE 11/1/93
REVISED 7/25/94
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