

Cornerstone Montessori Elementary School Student Medication Policy

I. 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.

II General Statement of Policy

The school acknowledges that some students may require prescribed drugs or medication during the school day. The school's licensed school nurse, trained office staff, or director will administer prescribed medications, except any form of medical cannabis, in accordance with law and school district procedures.

III. Requirements

- A. The administration of prescription or non-prescription medication or drugs at school requires a written request by a doctor.
- B. The school's medication form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs. Prescription medication as used in this policy does not include any form of medical cannabis as defined in Minn. Stat. § 152.22, Subd. 6.
- C. Prescription medication or non-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. School staff will not administer homeopathic or non-traditional medicines, including herbal remedies and dietary supplements. All medications administered by school staff must be FDA approved and listed in the Physicians' Desk Reference (PDR). (Parents/guardians may come to school and administer these supplements to their student.)
- E. The school nurse, office manager, or school administration may request to receive further information about the prescription, if needed, prior to administration of the substance.
- F. Prescription medications are not to be carried by the student, but will be left with the appropriate school district personnel in the main office. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (see Part J.4. below), prescription epinephrine self-administered with an auto-injector (see Part J.5. below), and medications administered as noted in a written agreement between the school and the parent/guardian or as specified in an IEP (individualized education program), Section 504 plan, or IHP (individual health plan).
- 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 nurse, or other designated person, shall be responsible for the filing of the school's medications form in the health records section of the student file. The school nurse, or other

designated person, shall be responsible for providing a copy of such form to the administration and to other personnel designated to administer the medication.

- I. Procedures for administration of drugs and medicine at school and school activities shall be developed in consultation with a school nurse, a public or private health organization, or other appropriate party (if appropriately contracted by the school under Minn. Stat. § 121A.21). The school 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. 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 medicines that are **prescription asthma or reactive airway disease medications** can be self-administered by a student with an asthma inhaler if:
 - a. the school has received a written authorization from the student's doctor and parent/guardian 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.

The parent/guardian must submit written authorization from a doctor and parent/guardian for the student to self-administer the medication each school year. In a school that does not have a school nurse or school nursing services, the student's parent or guardian must submit 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.

If the school employs a school nurse or provides school nursing services under another arrangement, the school nurse or other appropriate party must assess the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting and enter into the student's school health record a plan to implement safe possession and use of the asthma inhalers;

5. **Epinephrine auto-injectors:** At the start of each school year or at the time a student enrolls in school, whichever is first, a student's parent/guardian, school staff, including those responsible for student health care, and the prescribing medical professional must develop

and implement an individualized written health plan for a student who is prescribed epinephrine auto-injectors that enable the student to:

- a. possess epinephrine auto-injectors; or
- b. if the parent/guardian and prescribing medical professional determine the student is unable to possess the epinephrine, have immediate access to epinephrine auto-injectors in close proximity to the student at all times during the instructional day. The plan must designate the school staff responsible for implementing the student's health plan, including recognizing anaphylaxis and administering epinephrine auto-injectors when required, consistent with state law. This health plan may be included in a student's Section 504 plan.

6. Medications:

- a. that are used off school grounds;
- b. that are used in connection with athletics or extracurricular activities; or
- c. that are used in connection with activities that occur before or after the regular school day;

are not governed by this policy.

- K. The school may obtain and possess epinephrine auto-injectors to be maintained and administered by school personnel to a student or other individual if, in good faith, it is determined that the individual 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.

The school 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 the school's supply of epinephrine auto-injectors.

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