



Administering Medication To Students

These guidelines for administering student medications have been developed to promote a safe educational environment while providing for the medical needs of our students.

- A **Medication Authorization Form** must be completed and on file at school before any medication can be administered, with the exception of emergency medications, by school personnel or when self-administered by the student is permitted.
- Emergency medications such as metered-dose inhalers and emergency injectable/nasal medications require an **Emergency Action Plan (EAP)**, NOT a Medication Authorization Form.
- All medications administered by school personnel must be delivered to school by the parent/guardian/adult, in the current, original container. It is the parent's responsibility to keep track and replace expired medication.
- Any change in medication, dosage, or directions will require the completion of a new Medication Authorization Form.

Self-Administration of Medication by Students:

- **Elementary Students – Grades K-6**

The only medications that can be carried and self-administered by elementary students are metered-dose inhalers and emergency injectable medications, if authorized in writing by both the student's health care provider and parent/guardian.

- **Middle School Students – Grades 7-8**

Prescription medication may not be self-administered by middle school students with the exception of metered-dose inhalers, and emergency injectable medication, if authorized in writing by both the student's health care provider and parent/guardian.

Over-the-counter medication may be carried and self-administered by middle school students if authorized in writing by the student's parent/guardian. **All medication must be in the original container that contains no more than one day's dosage.**

- **High School Students – Grades 9-12**

Prescription medication may be carried and self-administered by high school students if authorized in writing by both the student's health care provider and parent/guardian. Certain medications CAN NOT be carried by the student at school. Any questions, please check with the district nurse.

Over-the-counter medication may be carried and self-administered by high school students if authorized in writing by the student's parent/guardian. **All medication must be in the original container that contain no more than one day's dosage.**

Any questions or concerns regarding the administration of medication should be directed to the district nurse, who will determine appropriate action.