

ADMINISTERING MEDICATION TO STUDENTS

Medication should not be taken during school hours if it is possible to achieve the medical regimen at home. It is preferred that both prescription and non-prescription medications be taken at home, but in the case where medication must be taken during the school day, such medication will be administered by the school nurse as defined in RSA 200:29. The administration of medication by the school nurse during the school day is provided to enable the student to remain in school, to maintain or improve health status, and to improve the potential for education. This policy shall extend to any school-sponsored activity, event, or program.

The school nurse may delegate the administration of medication to others only as permitted under the New Hampshire Nurse Practice Act, and N.H. Code of Administrative Regulations Nur 404. If no such person is available, the Principal or Principal's designee is permitted to assist students in taking require medications by:

- making medications available to the student as needed;
- observing the student as he/she takes or does not take his/her medication; and
- recording whether the student did or did not take his/her medication.

All medication over the counter (OTC) or prescription medication, must be accompanied by written permission from a parent/guardian as provided in N.H. Department of Education Rule 311.02 (i)(2) & (3). In addition to parental approval, all prescription medication requires a written statement from a licensed prescriber conforming to the requirements of N.H. Department of Education Rule 311.02 (i)(1). A Medication Release Form for this purpose shall be provided by the school nurse.

To the extent consistent with New Hampshire's Nurse Practices Act, RSA 326-B, the school nurse may at his/her discretion accept verbal instructions from a licensed health care provider relative to administration of a prescription medication, and verbal instructions from a parent/guardian with respect to an OTC medication. In both instances, the verbal instructions shall be followed by written statements as provided above.

The school nurse is responsible for keeping accurate records regarding the administration of medication to students. Such records shall be retained as required under Board policy EHB, Data/Records Retention. A parent/guardian shall provide the medication in an original pharmacy container and deliver it directly to the school nurse or Principal/Principal's designee. The school nurse is directed to keep such medications in a locked cabinet or refrigerator. Not more than a 30-day supply of a prescribed medication shall be stored at school. Unused medication shall be picked up by the parent/guardian within ten days after its use is discontinued. If the parent/guardian does not pick up the

medication within ten days, the school nurse may dispose of the unused medication and record as such in the student's health record file.

The school nurse may maintain a supply of asthma related rescue medication and the emergency medication epinephrine.

Students may possess and self-administer a metered dose inhaler or a dry powder inhaler to alleviate or prevent asthmatic symptoms, auto-injectors for severe allergic reactions, and other injectable medications, if authorized in writing by both the student's physician and parent/guardian. In addition to filling out the written authorization form, the parent/guardian must also provide written proof of the diagnosis and verification that the student has the knowledge and skills to safely possess and use the medication in a school setting. Considering the ages of the students at Lafayette Regional School, the Board strongly recommends that medication stay in the school nurse's office.

Other emergency medications, such as insulin, may be carried and self-administered by the student only with prior approval by the school nurse and written statements from a licensed health care provider and a parent/guardian, subject to any other conditions the school nurse may require.

No person shall share or otherwise administer any prescription or over-the-counter medication with any student except as provided in this policy. Students shall not share any prescription or non-prescription medications with another student. Violations shall result in appropriate disciplinary action, including but not limited to suspension or expulsion.

Epinephrine Administration (EPI-PEN)

Students may possess or self-administer an epinephrine auto-injector if the student suffers from potentially life-threatening allergies. Both the student's parent/guardian and physician must authorize such self-possession and self-administration. If a student finds it necessary to use his/her auto-injector, s/he shall immediately report to the nearest supervising adult. The school nurse or Principal may maintain at least one epinephrine auto-injector, provided by the student, in the nurse's office or other suitable location. A school nurse or his/her designee can possess and administer epinephrine for any student who might have an anaphylactic reaction while at school or on a field trip. If epinephrine is administered, 9-1-1 shall be immediately dispatched and a parent/guardian will be notified.

Oxygen

A school nurse shall be permitted to administer oxygen to a student in a medical emergency without parental permission or a physician's order.

Field Trips

The Principal shall designate a responsible adult to assist a student with taking a required medication while on a field trip. Parental permission shall be required should it be

necessary for a student to take medication while on a field trip. A single dose of medication may be transferred from the original labeled container to a newly labeled container for the purpose of a field trip. The designated adult will make such medication available to the student as needed and observe the student as he/she takes the medication. This information shall then be documented and attached to the student's school medication record. For trips or activities necessitating more than one dose, special arrangements for administering medication must be approved by the school nurse or, in the school nurse's absence, the Principal.

The school nurse or his/her designee may administer other medications to students in emergency situations, provided such personnel has all training as is required by law and is consistent with the provisions of Board policy JLCE. Such medication may also be administered in emergency situations if a student's medical action plan has been filed and updated with the school district to the extent required by law. The district will maintain all necessary records relative to the emergency administration of medication and will file all such reports as may be required.

Alternative or Homeopathic Medications

Alternative medications such as herbal or homeopathic medications, including but not limited to essential oils, are not tested by the USA Food and Drug Administration for safety or effectiveness. Lack of safety information for these medications limits their appropriate use at school. Some such substances, such as essential oils, may cause allergic or other negative consequences for other members of the school community. Accordingly, use or administration of any alternative medication, or use of any essential oil will require adherence to the same policy provisions and administrative procedures as for prescription medications, including a physician's signature and being administered by the school nurse or his/her designee. The prohibition regarding essential oils shall apply whether the use/presence of the oil is intended for medicinal purposes, and whether applied topically. Because of possible allergic or negative consequences for other members of the school community, anything perceptible by a third party such as essential oil or aromatherapy bracelets, jewelry, etc. are prohibited.

The Principal, in consultation with the school nurse, shall be responsible for establishing specific procedures necessary and appropriate to control medications in the school. Such procedures shall be in writing and coded as JLCD-R. The procedures shall be reviewed no less than every two years.

Additionally, and pursuant to N.H. Administrative Rule Ed. 311.02(k), each school nurse shall also develop and implement building specific protocols regarding receipt and safe storage of prescription medications.

Legal References:

RSA 200:40-b, Glucagon Injections
RSA 200:42, Possession and Use of Epinephrine Auto-Injectors Permitted
RSA 200:43, Use of Epinephrine Auto-Injector
RSA 200:44, Availability of Epinephrine Auto-Injector
RSA 200:44-a, Anaphylaxis Training Required

RSA 200:45, Student Use of Epinephrine Auto-Injectors – Immunity
RSA 200:46, Possession and Self Administration of Asthma Inhalers Permitted
RSA 200:47, Use of Asthma Medications by Students – Immunity
RSA 200:54, Supply of Bronchodilators, Spacers or Nebulizers
RSA 200:55, Administration of Bronchodilator, Space or Nebulizer
RSA 326-B, Nurse Practices Act
NH Code of Administrative Rules, Section Ed. 306.12(b)(2), Special Physical Health
Needs of Students
NH Code of Administrative Rules, Section Ed. 311.02(d); Medication During School
Day
NH Code of Administrative Rules, Nur 404; Ongoing Requirements

Appendix JLCD-R
Appendix JLCD-R1

Adopted: March 2006
Revised: June 2007
Revised: May 2015
Revised: November 2015
Revised: March 2017
Revised: May 2019
Revised: February 2021