

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Section SCHOOLS AND STUDENTS

Policy Name ADMINISTRATION OF MEDICATION TO STUDENTS

508

Board Approved: *March 12, 1999*
April 24, 2006
October 20, 2008

Reviewed: *September 7, 2004*
April 18, 2006
September 22, 2008

Review Prior To: *December 2013*

POLICY

The Superior-Greenstone District School Board is prepared to offer support and assistance, when practical, to administer to the health needs of individual students.

PROCEDURES

1.0 Responsibility

- 1.1 The administration of prescription and/or non-prescription medication to a student is the responsibility of the student and his/her parent(s).
- 1.2 It is the responsibility of the student and his/her parent(s) to ensure the medication is not expired.
- 1.3 It is the responsibility of the student and/or his/her parent(s) to pick up any unused medication at the end of the school year, or it will be properly disposed of by the school principal and/or his/her designate.

2.0 School Assistance

To assist in achieving as normal an educational experience as possible for students with medical needs, the Board will allow its schools to provide assistance with the administration of medication.

3.0 Voluntary Participation

It is the policy of the Board to support the voluntary participation of school staff within established guidelines and procedures.

4.0 Emergencies

This policy does not address emergency situations.

5.0 On-going Need

This policy does address the situation where medication is required on an on-going basis during school hours.

6.0 Ultimate Goal

The desired goal in all cases is to achieve a situation where the student assumes responsibility for his/her medical needs. With this goal in mind, it is anticipated that the need for assistance of this type will be limited to students in the elementary schools.

7.0 Procedures

Procedures for the administration of medication during school hours will only be adopted when all of the following requirements exist:

- a) A parent requests such assistance by submitting both:
 - Form S19-001 Parental Request for Administration of Oral Medication at School,
 - Form S19-002 Parent Authorization for Administration of Oral Medication,
- b) A licensed physician authorizes such measures, by submitting:
 - Form S19-003 Physician's Authorization for Administration of Oral Medication at School.
- c) The required medication is provided to the school within the requirements outlined in above named forms.

8.0 Duration

The procedures, when adopted, shall be of the shortest duration practical.