

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

<i>Section</i>	SCHOOLS AND STUDENTS		
<i>Management Guideline</i>	ADMINISTRATION OF MEDICATION TO STUDENTS		
<i>Applicable Policy</i>	ADMINISTRATION OF MEDICATION TO STUDENTS		508
<i>Board Approved: February 26, 2024</i>	<i>Reviewed: February 6, 2024</i>	<i>Review By: December 2029</i>	
<i>March 26, 2019</i>	<i>January 8, 2019</i>		
<i>January 21, 2013</i>	<i>January 15, 2013</i>		

PROCEDURES

This procedure addresses the situation where medication is required on an on-going basis during school hours. It does not address emergency situations.

1.0 Responsibility

- 1.1 The administration of prescription and/or non-prescription medication to a student is the responsibility of the student and their parent(s)/guardian(s).
- 1.2 It is the responsibility of the student and their parent(s) to ensure the medication is not expired.
- 1.3 It is the responsibility of the student and/or their parent(s)/guardians 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 their 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 their 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 but may be required in secondary 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 medical practitioner with prescribing abilities authorizes such measures, by submitting:
 - Form S19-003 Medical Practitioner'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.
- d) The request and authorization forms will be stored in the Ontario Student Record (OSR).

8.0 Duration

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

Cross Reference	Date Created	Legal Reference
Administration of Medications to Students Policy 508 Sabrian's Law – (Anaphylaxis) Policy and Management Guideline 524 Ministry of Education – Policy and Program Memorandum No. 81, July 1984 Ryan's Law Policy 542 Supporting Students with Prevalent Medical Conditions Policy and Management Guide No. 545		