



WOODBURY LEADERSHIP ACADEMY

Adopted: June 24, 2014

Amended: March 27, 2019

516 STUDENT MEDICATION

I. PURPOSE

The purpose of this policy is to set forth the provisions that must be followed when administering non-emergency prescription medication to students at school.

II. GENERAL STATEMENT OF POLICY

Woodbury Leadership Academy acknowledges that some students may require prescribed drugs or medication during the school day. Woodbury Leadership Academy's licensed school nurse, trained health clerk, director, or teacher will administer prescribed medications in accordance with law and school procedures.

III. REQUIREMENTS

- A. The administration of prescription medication or drugs at school requires a completed signed request from the student's parent. An oral request must be reduced to writing within two school days, provided that Woodbury Leadership Academy may rely on an oral request until a written request is received.
- B. "Administering Prescription Medications Authorization for Administration of Medication at School" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs.
- C. 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. All medication administered must be approved by the FDA., unless a licensed prescribing practitioner and a Licensed School Nurse deems it medically necessary that it be administered during the school day.
- D. The school nurse may request to receive further information about the prescription, prior to the administration of the substance, prior to administration of the substance.
- E. Prescription medications are not to be carried by the student, but will be left with the appropriate school personnel. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (See Part J.5. below), and medications



administered as noted in a written agreement between Woodbury Leadership Academy and the parent or as specified in an IEP (individualized education program), Section 504 plan, or IHP (individual health plan).

- F. The school must be notified immediately by the parent or student 18 years old or older in writing of any change in the student's prescription medication administration. A new medical authorization or container label with new pharmacy instructions shall be required immediately as well.
- 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 Authorization for Medication form will be placed in the student's health record.
- I. Procedures for administration of drugs and medicine at school and school activities shall be developed in consultation with a school nurse, a licensed school nurse, or a public or private health organization or other appropriate party (if appropriately contracted by Woodbury Leadership Academy)
- 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 used at school in connection with services for which a minor may give effective consent are not governed by this policy;
 - 5. 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. Woodbury Leadership Academy has received a written authorization for the current school year from the pupil's parent/guardian permitting the student to self-administer the medication;
 - b. the inhaler is properly labeled for that student;
 - c. the parent has not requested school personnel to administer the medication to the student; and
 - d. the student's parent/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.
 - 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.
7. Nonprescription Medication. A secondary student may possess and use nonprescription pain relief in a manner consistent with the labeling, if Woodbury Leadership Academy has received written authorization from the student's parent or guardian permitting the student to self-administer the medication. The parent or guardian must submit written authorization for the student to self-administer the medication each school year. Woodbury Leadership Academy may revoke a student's privilege to possess and use nonprescription pain relievers if Woodbury Leadership Academy determines that the student is abusing the privilege. This provision does not apply to the possession or use of any drug or product containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients. Except as state in this paragraph, only prescription medications are governed by this policy.
8. At the start of each school year or at the time a student enrolls in school, whichever is first, a student's parent, 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 non-syringe injectors of epinephrine that enables the student to:
 - a. possess non-syringe injectors of epinephrine; or
 - b. if the parent and prescribing medical professional determine the student is unable to possess the epinephrine, have immediate access to non-syringe injectors of epinephrine in close proximity to the student at all times during the instructional day.

WLA follows the Minnesota Good Samaritan Law which provides emergency care, advice, or assistance.