



Book	Policy Manual
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### **Revised Policy - Vol. 39, No. 2**

#### **5330 - USE OF MEDICATIONS**

The Board of Education shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication and/or medically-prescribed treatments to a student during school hours will be permitted only when failure to do so would jeopardize the health of the student, the student would not be able to attend school if the medication or treatment were not made available during school hours, or the ~~student~~~~child~~ is disabled and requires medication to benefit from ~~the student's~~~~his/her~~ educational program.

For purposes of this policy, ~~the following definitions shall be used:~~

**"Administer"** means the direct application of a nonprescription drug product or prescription drug, whether by injection, ingestion, or other means, to the human body.

**"Medication"** shall include all medicines including those prescribed by a physician and any nonprescribed (over-the-counter) drugs, preparations, and/or remedies.

**"Nonprescription drug product"** means any non-narcotic drug product which may be sold without a prescription and which is prepackaged for use by consumers and labeled in accordance with the requirements of State and Federal law.

**"Practitioner"** shall include any physician, naturopathic doctor, dentist, podiatrist, optometrist, physician assistant, and advanced practice nurse prescriber who is licensed in any state.

**"Treatment"** refers both to the manner in which a medication is administered and to health-care procedures which require special training, such as catheterization.

#### **Administration of Prescription Drug Products by School Staff**

Before any prescribed medication may be administered to any student during school hours, the Board shall require written instructions from the child's practitioner accompanied by the written authorization of the parent. Such documentation shall be kept on file in the (x) school office or designated health center ~~( ) nurse's office ( ) health room~~ **[END OF OPTION]**. Prescription medication must be provided in the original container with the prescription label showing the name and telephone number of the pharmacy, the student's name, the name of the physician, the name of the drug, and the dosage to be administered.

All prescription medication shall be secured and appropriately stored (allowing for quick access and retrieval before, during, and after school hours), unless the medication is an emergency medication that the student is authorized to carry by Administration and self-administer by authorization of both the student's parent(s) and practitioner, and the possession of such medication by the student in school is not prohibited by law or regulation.

## Administration of Nonprescription Drug Products by School Staff

Nonprescription drug products may be administered to any student during school hours only with the prior written consent of the parent. Such documentation shall be kept on file in the ( **x** ) school office or designated health center ( ~~( )~~ nurse's office ( ~~( )~~ health room **[END OF OPTION]**). Substances that are not FDA approved (i.e., natural products, food supplements) ( ~~( )~~ ) will require the written instruction of a practitioner and the written consent of the parent ( **x** ) will not be administered by District staff **[END OF OPTION]**. ( **x** ) Nonprescription drugs that are provided by the parent may be administered by school staff only if the nonprescription drugs are supplied in the original manufacturer's package which lists the contents/ingredients, recommended therapeutic dosage in a legible format, and the student's name. **[END OF OPTION]** ( ~~( )~~ ) If a parent has completed the appropriate form authorizing the school to administer nonprescription drugs (e.g., acetaminophen, ibuprofen, diphenhydramine), the student may receive such drugs from the school's supply consistent with the parental authorization and the nonprescription drug dosage information. **[END OF OPTION]** Any dosage of nonprescription medication other than that listed on the medication's packaging must be authorized in writing by a medical practitioner.

### ~~[ ] [OPTION #1]~~

~~Before any medication or treatment may be administered to any student during school hours, the Board shall require the written prescription from the child's physician accompanied by the written authorization of the parent. This document shall be kept on file in the administrative offices. No student is allowed to provide or sell any type of over the counter medication to another student. Violations of this rule will be considered violations of Policy 5530—Drug Prevention and of the Student Discipline Code/Code of Conduct.~~

### ~~[ ] [OPTION #2]~~

~~Before any prescribed medication or treatment may be administered to any student during school hours, the Board shall require the written prescription from the child's physician accompanied by the written authorization of the parent. ( ~~( )~~ ) Both must also authorize any self medication by the student.~~

~~Before any nonprescribed medication or treatment may be administered, the Board shall require the prior written consent of the parent ( ~~( )~~ ) who must also authorize any self medication by his/her child. ( ~~( )~~ ) Medications will be administered by the District in accordance with the Superintendent's guidelines.~~

### **[END OF OPTIONS]**

~~Only medication in its original container; labeled with the date, if a prescription; the student's name; and exact dosage will be administered. Parents, or students authorized in writing by their physician and parents, may administer medication or treatment.~~

Staff members are to administer medication or treatment only in the presence of another adult, except in the case of an emergency that threatens the life or health of the student. Staff licensed as professional registered nurses or certified medical assistants as delegated by the registered nurse are exempt from this requirement.

All staff authorized to administer medication or treatment will receive training on this policy and the Superintendent's guidelines, as well as appropriate procedures for administering the medication or treatment. This training shall be provided by qualified individuals with both knowledge of the District's policy and procedures and the administration of medications or treatment. Where possible, this training should be provided by a licensed registered nurse, a licensed physician's assistant, or a licensed physician.

All medication shall be kept in a locked storage case in the school office or designated health center. Emergency medications must be unlocked and accessible (inhalers, epi-pens, Narcan) per Michigan Law.

The Board shall permit the administration by staff of any medication requiring intravenous or intramuscular injection or the insertion of a device into the body when both the medication and the procedure are prescribed by a physician and the staff member has completed any necessary training.

Students who may require administration of an emergency medication may have such medication in accordance with the Superintendent's administrative guidelines.

## Student Possession of Medication

**[DRAFTING NOTE: Select option for possession and self-administration of medication by students.]**

### **x ] [OPTION #1]**

Students are prohibited from possessing, using, carrying, or distributing in school, at school-sponsored events, or on school grounds any drugs or other products which, even though not defined as a drug, are used or marketed for use for medicinal purposes, such as to relieve pain or to relieve the symptoms of an underlying medical condition (including aspirin, ibuprofen, dietary supplements, CBD oil products, etc.).

**[END OF OPTION #1]**

**[OR]**

**[ ] [OPTION #2]**

Unless authorized as specified below, students are prohibited from possessing, using, carrying, or distributing in school, at school-sponsored events, or on school grounds any drugs or other products which, even though not defined as a drug, are used or marketed for use for medicinal purposes, such as to relieve pain or to relieve the symptoms of an underlying medical condition (including aspirin, ibuprofen, dietary supplements, CBD oil products, etc.).

High school students may possess and self-administer their own nonprescription medications ( ) and prescription medications **[END OF OPTION]** at school if the appropriate medication authorization form is filed in the school office, provided the student is in possession and self-administers in compliance with relevant District policies ( ) and administrative guidelines **[END OF OPTION]**. ( ) Responsible students in grades K through eight (8) may be permitted to possess and self-administer medications after consultation with the Principal, school nurse, and parent. If granted permission by the Principal, a medication management plan must be written and signed by all parties. Permission must be obtained every school year. **[END OF OPTION]**

**[END OF OPTION #2]**

The provisions of this policy are to be viewed together with the Board Policy 5530 - Drug Prevention.

Students may possess and self-administer a metered dose or dry powder inhaler for relief of asthma, or before exercise to prevent onset of asthma symptoms, while at school, on school-sponsored transportation, or at any school-sponsored activity in accordance with the Superintendent's guidelines, if the following conditions are met:

- A. ~~there~~There is written approval from the student's physician or other health care provider and the student or parent/guardian (if student is under eighteen (18)) to possess and use the inhaler (Form 5330 F1c),  
and
- B. the building administrator has received a copy of the written approvals from the physician and the parent/guardian,  
and
- C. there is on file at the student's school a written emergency care plan prepared by a licensed physician in collaboration with the student and the student's his/her parent/legal guardian. The plan shall contain specific instructions on the student's needs including what to do in the event of an emergency.

Students with a need for emergency medication may also be allowed to self-possess and self-administer such medication, provided that they meet the same conditions established above. Students who are prescribed epinephrine to treat anaphylaxis shall be allowed to self-possess and administer the medication if they meet the conditions stated above.

### **General Provisions**

Students shall be permitted to possess and self-administer U.S. Food and Drug Administration (FDA) approved, over-the-counter topical products while on school property or at a school-sponsored event provided the student has submitted prior written approval of the student's his/her parent/guardian to the Principal.

No student is allowed to provide or sell any type of medication to another student. ( x ) Violations of this rule will be considered violations of the Student Code of Conduct and Policy 5530 - Drug Prevention. **[END OF OPTION]**

The District and its personnel are immune from civil and criminal liability related to the administration or non-administration of medications to the extent set forth in applicable State law.

[ x] The Board shall permit the administration by staff of any medication requiring a delivery method other than oral ingestion when both the medication and the procedure are prescribed by a practitioner and the delivery is under the supervision of a licensed nurse, provided that the staff member has completed any necessary training and that staff member voluntarily agrees to deliver the medication. No staff member, other than a health care professional, may be required to administer medications that are administered by means other than oral ingestion. **[END OF OPTION]**

This policy and the administrative guidelines developed to establish appropriate procedures shall be implemented in such a manner to comply with the District's obligations and the student's needs under any Individualized Education Plan, Section 504 Plan, or other legally required accommodation for individuals with disabilities.

The Superintendent shall prepare administrative guidelines to ensure the proper implementation of this policy.

M.C.L. 380.1178, 380.1178a, ~~380.1179~~ ~~301.1179~~

Michigan Department of Education, Model Policy and Guidelines for Administering Medications to Pupils at School, Policy on Management of Asthma in Schools

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M.C.L. 380.1178, 380.1178a, 380.1179

Michigan Department of Education, Model Policy and Guidelines for Administering Medications to Pupils at School, Policy on Management of Asthma in Schools

**Last Modified by Claudia Cabrera-Rodriguez on May 13, 2025**