

Students

ADMINISTERING MEDICATION

The Governing Board recognizes that students may require medication while at school. All administration of medications shall be performed in the school office, when appropriate.

Before a designated employee assists in the administration of any prescribed medications to any student during school hours, the Kern County Superintendent of Schools shall have:

1. A written statement from the student's physician detailing the method, amount and time schedules by which the medication is to be taken, and any potential side effects.
2. A written statement from the student's parent/guardian requesting the Kern County Superintendent of Schools assist the student in taking the medication as prescribed by the physician. (Education Code 49423)

Parents/guardians shall be asked to provide a properly labeled pharmacy bottle, containing the name and telephone number of the pharmacy, the student's identification, name of the physician, time of administration, and dosage of the medication to be given.

Designated employees shall:

1. Be responsible for the medication at school and administer it in accordance with the physician's indicated instructions.
2. Maintain a list of students needing medication during school hours, including the type of medication, times, and dosage.
3. Maintain a log recording the student's name and the time and date when medications were given.
4. Keep all medication in a locked drawer or cabinet.

Parents/guardians who request that a student be allowed to self-administer, monitor or treat his/her existing medical condition must make this request in writing and provide written approval by the student's physician. Such requests require the principal's approval and be approved by the designated Nurse, Health Coordinator from the County and the Administrator in charge of the program.

ADMINISTERING MEDICATION (continued)

Notifications

The Superintendent or designee shall inform all parents/guardians of the following requirements: (Education Code 49480)

1. The parent/guardian of a student on a continuing medication regimen from a nonepisodic condition shall inform the school principal or designee of the medication being taken, the current dosage and the name of the supervising physician.
2. With the parent/guardian's consent, Kern County Superintendent of School health staff may communicate with the student's physician regarding the medication and its effects and may counsel personnel regarding the possible effects of the drug on the student's physical, intellectual and social behavior, as well as possible behavioral signs and symptoms of adverse side effects of omission or overdose.

Anaphylactic Injections

1. Parents/guardians of students who may require emergency anaphylactic injections shall provide written permission for authorized staff to administer these injections.
2. Each year, school employees designated by the principal shall receive training in administering anaphylactic injections. Qualified medical personnel shall provide this training.
3. The principal or designee shall schedule inservice meetings to:
 - a. Familiarize authorized staff with the prescribed medications and their location.
 - b. Ensure authorized staff are competent to administer anaphylactic injections.
 - c. Train all school personnel to recognize the symptoms of anaphylactic reactions.

Physicians and parents/guardians of students who may require anaphylactic injections may be invited to attend these meetings.

ADMINISTERING MEDICATION (continued)

4. The principal or designee shall notify staff of a list of students who may need emergency anaphylactic injections.
5. All medication for injections shall be labeled with the student's name, type of medicine, and expiration date.
6. The principal or designee shall post in the school health office a list of symptoms usually associated with anaphylactic reactions and a clear, specific procedure for administering injections in case of emergency. If authorized staff are not available at the time of an emergency, this written procedure will be followed by anyone who must administer the injection in order to save a life.