

7.0. Safe Schools

7.0. ADMINISTERING MEDICATION TO STUDENTS

Adopted: February 14, 1989

Reviewed by Committee: September 25, 2006, April 25, 2017

Policy Reference: EL-1.1

The Principal is responsible for the administration of medication during school hours:

1. Written authorization by the parent or guardian is required before medication can be given to students by school staff. This authorization must include the child's name, the name of the drug, the dosage and method to be administered, and the times when it is to be given to the child.
2. Parents/guardians must deliver medication to the school office.
3. The medication is stored in a safe place in the school by the Principal or designate.
5. Copies of written authorization are filed with the student's cumulative record.