

4.35—STUDENT MEDICATIONS

General Authority of School Nurses Regarding Student Medications

School nurses are not permitted to diagnose medical conditions or prescribe medications, including over-the-counter medications (ibuprofen, acetaminophen, etc.). All actions by school nurses shall be in accordance with the Arkansas Nurse Practice Act and the rules and regulations of the Arkansas State Board of Nursing. To the extent that this policy is in conflict with federal or state laws or regulations, the federal or state laws or regulations shall control.

Bryant School District Nurse Supervisor

The District's Nurse Supervisor shall be responsible for creating both on campus and off campus procedures for administering medications at school and during school events/activities including field trips, in accordance with federal and state laws and regulations and this policy.

Administration of Prescription Medications at School

For prescription medications to be administered to students by school nurses during school hours, a current, written prescription from a licensed physician and written parental consent are required.

Prescription medications must be supplied to the school in the container dispensed by the pharmacy. The container dispensed by the pharmacy must contain the name of the prescribing medical provider, the child's name, name of the medication, dosage, and time(s) to be given. The pharmacy label is acceptable as the physician's order only if the prescription was filled within thirty (30) days prior to the time the prescription medication is brought to school. As noted above, a signed parental consent must accompany the prescription medication.

Prescription medication that is prescribed to be given less than three times per day will not be administered at school unless a licensed prescriber orders the medication to be administered at a specific time during the school day. The morning dose of all prescription medications must be administered at home unless the medication is prescribed to be administered after 8:00 a.m.

Administration of Over-the-Counter Medications at School

Over-the-counter medications may be administered by school nurses during school hours in limited situations as determined by the school nurse and with written parent/guardian consent. This policy does not prohibit a parent or guardian from administering an over-the-counter medication to their child or ward at school.

Over-the-counter medication must be supplied by the parent to the school in the container in which it was purchased.

No more than six (6) doses of non-prescription medication shall be given to a student per school year. If the student has a medical condition that requires more than six (6) doses of a non-prescription medication, an order from a licensed prescriber with written parental/guardian consent shall be required in all cases.

Narcotic Pain Medications

Narcotic pain medication (Codeine, Oxycontin, etc.) will not be administered at school unless approved in writing by the nurse supervisor. Students who have recently had surgery or other medical procedure should not return to school until the student's pain can be managed during school hours without the use of narcotic pain medication.

Rules Generally Applicable to the Administration of Medications at School

All student medications, including prescription medications and over-the-counter medications, must be provided by the parent or guardian.

All medications will be administered according to the labeling directions on the medication container. Any deviations from label directions will require a written order or prescription from a licensed physician. Prescriptions and labeling directions may not be altered in any way.

Prior to the administration of any medication, whether prescription or over-the-counter, to any student under the age of eighteen (18), written parental consent is required. The consent form shall include authorization to administer the medication and relieve the Bryant School Board, its agents and employees of civil liability for damages or injuries resulting from the administration of medication to students in accordance with this policy. All signed medication consent forms are to be maintained by the school nurse.

Unless authorized to self-administer medications, students are not allowed to carry any medications, including over-the-counter medications or any perceived health remedy not regulated by the U.S. Food and Drug Administration, while at school. The parent or legal guardian shall bring the student's medication to the school nurse. When medications are brought to the school nurse, the nurse shall document, in the presence of the parent or guardian, the quantity of the medication(s).

The school nurse or designee shall administer all prescription and non-prescription medications. An exception will be made for students to carry/self-administer asthma inhalers, emergency medications, or other prescription medications required for specific health conditions with an order from a licensed prescriber, written parental consent, and school nurse approval. These students will require an emergency health care plan and a Medication Administration Release Form (MARF) on file with the school nurse. Parents will need to furnish proper medical documentation.

The school nurse will administer all medication or, if permitted by law and allowed by the superintendent or superintendent's designee, delegate medication administration to trained paraprofessionals or other designated staff as needed. Unless specifically allowed by federal or state laws or regulation, and permitted by the superintendent or superintendent's designee, volunteers, paraprofessionals, other designated staff and substitutes are prohibited from administering medications, with the exception of registered nurses (RNs) and licensed practical nurses (LPNs) who are listed as substitute nurses with the Bryant School District and have been approved by the Bryant School District Nursing Department.

The Medication Authorization and Release Form (MARF) will be used to document all medication administered to students at school. The MARF shall be completed with the student's parent or guardian present. The parent or guardian should provide written permission for the school nurse to contact the prescribing medical provider (named on the medication container label or written order) in the event of a

question or problem regarding the medication. The initial dose of any new medication must be given by the parent/guardian outside of the school setting. The parent or guardian must also certify in writing that at least one dose of the medication has been previously administered to the student and no adverse reactions were experienced by the student.

The parent or guardian must bring the initial medications to the school nurse in order to complete the MARF. A parent, guardian, or designated adult may bring in medication refills. The amount of medication brought by the parent, guardian, or designated adult should not exceed the amount of medication needed for one month.

A MARF completed or signed by the school nurse (or designated staff) and the parent or guardian will be used for all medication. The MARF will include, at a minimum: (1) the student's name and grade; (2) name of medication; (3) dosage; (4) medication count/measurement; (5) time(s) for the medication to be given; (6) reason for medication; and (7) emergency contact numbers in case the student has a reaction to the medication. A separate MARF will be required for each student medication.

A student under the age of eighteen (18) may not take any medications to or from school or possess medications at school. Violations of this provision will result in the medications being confiscated by school officials and the parent or guardian of the student will be contacted.

Life-Threatening Medical Conditions

In compliance with Arkansas law, a student who has written permission from his or her parent or guardian and a licensed medical provider on file with the school district may:

1. Self-administer a rescue inhaler or auto-injectable epinephrine;
2. Perform his or her own blood glucose checks;
3. Administer insulin through the insulin delivery system used by the student;
4. Treat the student's own hypoglycemia or hyperglycemia; or
5. Possess on his or her person:
 - a. A rescue inhaler or auto-injectable epinephrine; or
 - b. The necessary supplies and equipment to perform his or her own diabetes monitoring and treatment functions.

Students who have a current consent form on file shall be allowed to carry and self-administer such medication while:

- In school;
- At an on-site school sponsored activity;
- While traveling to or from school; or
- At an off-site school sponsored activity.

A student shall have access to a private area to perform diabetes monitoring and treatment functions upon request of the parent or guardian, as outlined in the student's written health care plan.

These students will require an emergency health care plan and a MARF on file with the school nurse. The parent or guardian shall furnish all required medical documentation.

Students may be administered Glucagon in emergency situations by the school nurse, or in the absence of the school nurse, a trained volunteer school employee designated as a care provider, provided the student has:

1. A individualized health plan (IHP) under Section 504 of the Rehabilitation Act of 1973 which provides for the administration of Glucagon, insulin, or both in emergency situations, and
2. A current, valid consent form on file from the parent or guardian.

When the school nurse is unavailable, the trained volunteer school employee who is responsible for the student shall be released from other duties during Glucagon administration once other staff have relieved him or her from other duties until a parent, guardian, other responsible adult, or medical personnel has arrived.

A student is prohibited from sharing, transferring, or in any way diverting his/her medications to any other person. The fact that a student with a completed consent form on file is allowed to carry a rescue inhaler or auto-injectable epinephrine, or both does not require him/her to have such on his/her person. The parent or guardian of a student who qualifies under this policy to self-carry a rescue inhaler or auto-injectable epinephrine, or both on his/her person shall provide the school with the appropriate medication which shall be immediately available to the student in an emergency.

Emergency Administration of Epinephrine

The school nurse or other school employees designated by the school nurse as a care provider who have been trained and certified by a licensed physician may administer an epinephrine auto-injector in emergency situations to students who have an IHP developed under Section 504 of the Rehabilitation Act of 1973 which provides for the administration of an epinephrine auto-injector in emergency situations.

The parent of a student who has an authorizing IHP, or the student if over the age of eighteen (18), shall annually complete and sign a written consent form provided by the student's school nurse authorizing the nurse or other school employee certified to administer auto-injector epinephrine to the student when the employee believes the student is having a life-threatening anaphylactic reaction.

Students with an order from a licensed health care provider to self-administer auto-injectable epinephrine and who have written permission from their parent or guardian shall provide the school nurse an epinephrine auto-injector. This epinephrine will be used in the event the school nurse, or other school employee certified to administer auto-injector epinephrine, in good faith professionally believes the student is having a life-threatening anaphylactic reaction and the student is either not self-carrying his/her epinephrine auto-injector or the nurse is unable to locate it.

The school nurse or other school employee designated by the school nurse as a care provider who has been trained and certified by a licensed physician may administer auto-injector epinephrine to those students who the

school nurse, or other school employee certified to administer auto-injector epinephrine, in good faith professionally believes is having a life-threatening anaphylactic reaction.

Maintenance of Student Medications

The school shall not keep outdated medications or any medications past the end of the school year. Parents shall be notified ten (10) days in advance of the school's intention to dispose of any medication. Medications not picked up by the parents or legal guardians within the ten (10) day period shall be disposed of by the school nurse in accordance with current law and regulations.

When a student's medication is missing, the missing medication must be reported to the principal, district nursing supervisor, and the parent or guardian. If the medication is not found, a school resource officer will be notified within twenty-four (24) hours. Depending upon the circumstances of each case, written notification may also be provided to the Arkansas State Board of Nursing.

Errors or Mistakes in Medication Administration

Any mistake or error involving the administration of medication to a student while at school will require that the school nurse notify the physician and the parent. The person responsible for the mistake or error will complete a Medication Error Report Form (MERF). The original report will be placed in the student's health file and copies will be provided to the school principal, district nursing supervisor, and the student's parent or guardian.

Legal References: Ark. State Board of Nursing: School Nurse Roles and Responsibilities
Arkansas Department of Education and Arkansas State Board of Nursing Rules
Governing the Administration of Insulin and Glucagon to Arkansas Public School
Students With Diabetes
A.C.A. § 6-18-707
A.C.A. § 6-18-711
A.C.A. § 6-18-1005(a)(6)
A.C.A. § 17-87-103 (11)
A.C.A. § 20-13-405

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4.36—STUDENT ILLNESS/ACCIDENT

If the school nurse determines that a student is too ill to remain in class and/or could be contagious to other students, the school nurse or designee will attempt to notify the student's parent or legal guardian. The student will remain in the school's health room or a place where he/she can be supervised until the parent/legal guardian can check the student out of school.

If a student becomes seriously ill or is injured while at school and the parent/legal guardian cannot be contacted, the failure to make such contact shall not unreasonably delay the school's expeditious transport of the student to an appropriate medical care facility. The school assumes no responsibility for treatment of the student. When available, current, and applicable, the student's emergency contact numbers and medical information will be utilized. Parents are strongly encouraged to keep this information up to date.

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4.37—EMERGENCY DRILLS

All schools in the Bryant School District shall conduct fire drills at least monthly. Tornado drills shall also be conducted no fewer than three (3) times per year with at least one each in the months of September, January, and February. Students who ride school buses, shall also participate in emergency evacuation drills at least twice each school year.

The District shall annually conduct an active shooter drill and school safety assessment for all District schools in collaboration with local law enforcement and emergency management personnel. The training will include a lockdown exercise with panic button alert system training. Students will be included in the drills to the extent that is developmentally appropriate for the age of both the students and grade configuration of the school.

Drills may be conducted during the instructional day or during non-instructional time periods.

Other types of emergency drills may also be conducted to test the implementation of the District's emergency plans in the event of violence, terrorist attack, natural disaster, other emergency, or the District's Panic Button Alert System. Students shall be included in the drills to the extent practicable.

Legal References: A.C.A. § 12-13-109
 A.C.A. § 6-10-110
 A.C.A. § 6-10-121
 A.C.A. § 6-15-1302
 A.C.A. § 6-15-1303
 Ark. Division of Academic Facilities and Transportation Rules Governing
 Maintenance and Operations of Ark. Public School Buses and Physical Examinations
 of School Bus Drivers 4.03.1

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