

The board recognizes that students may need to take medication during school hours. The school district will administer drugs or medication prescribed by a doctor upon the written request of the doctor and parents. To minimize disruptions to the school day, medicines should be taken at home rather than at school whenever feasible. The school district is not required to administer any medication that could be taken at home.

The district must establish rules on whether and under what circumstances school personnel will administer non-prescription drugs. (*See Administering Medication to Students in the Medical Procedures Handbook.*) The rules also must address whether and under what circumstances students will be allowed to possess and self-administer prescription or non-prescription drugs. (*See Administering Medication to Students in the Medical Procedures Handbook.*) These rules and a copy of this policy must be made available to all students and parents each school year. All school plans must conform to the following requirements:

1. The health and welfare of the student must be of paramount concern in all decisions regarding the administration of medicine.
2. Students with special needs will be afforded all rights provided by federal and state law as enumerated in the Procedures Governing Programs and Services for Children with Special Needs. Students with disabilities also will be accorded all rights provided by anti-discrimination laws, including Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.
3. No student can possess, use or transmit any drug or counterfeit drug prohibited by board policy 4325, Narcotics, Alcoholic Beverages and Stimulant Drugs.
4. The board generally encourages school personnel to administer medicine from a centralized location. However, in all instances, whether from a centralized location or multiple locations, any medicines maintained by the school district for a student must be kept in a locked and secure place.
5. Any school personnel who will be administering medicines will receive annual training.
6. Medications, including prescription and over the counter medications, will only be given with written authorization from a physician and the parent/guardian. (*See Administering Medication to Students in the Medical Procedures Handbook.*) If school personnel have concerns regarding the appropriateness of a drug or dosage for a student, a confirmation should be obtained from the student's doctor or another doctor prior to administering the medicine or allowing a student to self-administer a medicine.
7. Although efforts should be made not to disrupt instructional time, a parent has the right to administer medicines to his or her child at any time while the child is on school property.
8. Written information maintained by the school or school personnel regarding a student's medicinal and health needs is confidential. Parents and students must be accorded all rights provided by the Family Educational Rights and Privacy Act and state confidentiality laws. Any employee who violates the confidentiality of the records may be subject to disciplinary action.

Legal References: Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq.*; Americans with Disabilities Act, 42 U.S.C. 12101; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794; G.S. 115C-36, -307(c).

Cross References: Parental Involvement (policy 1310/4002), Narcotics, Alcoholic Beverages and Stimulant Drugs (policy 4325)

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