



Medication Procedure

Medication should be given at home, and physicians should be asked to change the schedule for the administration of medication so that it can be given before and after school hours. The Faculty/Staff of Saint Joseph High School is prohibited from distributing medication to students.

However, when prescription medication must be administered during school hours in an emergency situation, a written procedure for student self-administration and storage of medication is required to ensure student safety and to mitigate any liability of the school and school personnel. Prescriptive Medication examples: Inhalers, Epi-Pens and Insulin.

All prescription medication should be taken to the Office and clearly marked with the student's name on the container provided by the pharmacist. Parents must sign an Indemnification Agreement.

The container must include:

- name of medication
- date
- dosage
- schedule of administration

A student who uses an oral inhaler, epi-pen or insulin will be permitted to carry these with him/her.

For any prescriptive medications taken in school: All medications shall be administered by a registered nurse, a licensed practical nurse, or by the parent or their designee (excluding non-medical school personnel).

The only exception would be emergency medication (life-threatening) which can be self-administered, such as an epi-pen or asthma inhaler. Before allowing a student to self-carry medication, the nurse assigned to the school will ensure that the student is competent in self-care through demonstration of administration skills and responsible behavior.

An order from a licensed prescriber for the medication, including a statement that it is necessary for the student to carry the medication and that the student is capable of self-administration is required before the student may carry the medication on his/her person.

A student needing to self-carry emergency medications should have an emergency care plan or a similar form completed by their healthcare provider. Should a student have special needs the parent must contact the Office and make known the special needs and concerns of the student.

No medications will be supplied or administered by school personnel such as aspirin, Tylenol, cold medication, allergy medications etc.

~ *SJHS Handbook pg. 54*