

# ADMINISTERING MEDICATIONS TO STUDENTS

Policy 453.4

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Medications should be administered to children at home, rather than at school, whenever possible. School personnel who are authorized to do so in writing by a building principal may administer medications to students under the procedures and conditions established to implement this policy that are developed with the assistance of a school nurse and adopted by the Board.

The building principal or his/her designee shall be responsible for overseeing the receipt of the written medication instructions and consents, the maintenance of complete and accurate medication administration records, the proper storage of medications, and the disposal of outdated and unused medications in accordance with District procedures. The building principal or his/her designee shall be responsible for ensuring that the written medication administration instructions that are on file in the District are periodically reviewed by a registered nurse.

No school personnel, other than a health care professional, shall be involuntarily required to administer any medication to a student by any means other than ingestion. Authorized school personnel who voluntarily agree to administer a prescription drug or nonprescription drug product that must be injected into a student, inhaled by a student, rectally administered to a student, or administered into a nasogastric, gastrostomy or jejunostomy tube shall complete Department of Public Instruction-approved training before administering medication to a student through such means.

Students may possess (carry) and use emergency prescription medications such as: an inhaler or epinephrine auto-injector (e.g., Epipen®) with the written approval of the student's physician and parent or guardian. All other prescription medications must be turned into the office to be administered by authorized school personnel. In addition, high school students may also possess and self-administer nonprescription medications at school. Under no circumstances can these medications be shared or distributed to other students.

No District policy or procedure shall be interpreted to limit or detract from the immunities and other limitations on liability available under the law to nurses and other persons who engage in or assist with the administration of medication to students.

## Legal References:

### Wisconsin Statutes

[Section 118.125](#)

[maintenance and confidentiality of student records]

[Section 118.29](#)

[administration of drugs to students by school personnel and emergency

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<a href="#">Section 118.291</a>	[care; policies and procedures required]
<a href="#">Section 118.292</a>	[student possession and use of inhalers]
<a href="#">Section 121.02(1)(g)</a>	[student possession and use of epinephrine auto-injectors]
<a href="#">Section 146.82</a>	[school district standard; provision of emergency nursing services]
<a href="#">Section 146.83</a>	[confidentiality of patient health care records]
	[access to patient health care records]

## Wisconsin Administrative Code

<a href="#">N 6.03(3)</a>	[supervision and delegation of nursing acts]
<a href="#">PI 8.01(2)(g)2</a>	[required emergency nursing services policies, including protocols for administering medication]

## Cross References:

**Adoption Date:** 5/13/2019

**Revised Date:** 12/16/2019