

Ascent Classical Academy

Medication Administration Protocols

Medication administration protocols are differentiated based on the grade of the student. Prescription and over the counter medication will be administered to students at school only at the specific written request of the student's parent or guardian, and with the written authorization of the student's health care provider. (A one-day supply is the exception, see below.) The Student Medication Request and Release Agreement, must be signed by the parent or guardian and be accompanied by a health care provider's order for each medication or change of medication the parent wishes to have administered to the student.

If a student must receive prescription or over the counter medication during school hours, the parent or guardian shall furnish the medication. Prescription medication must be in the original pharmacy labeled container. The label shall state the student's name, medication, dosage, number and/or time(s) of doses per day and name of the prescribing health care provider. Over the counter medication must be in its original packaging. A parent or guardian may deliver medication to the school during school hours. Medications that are brought by the student must be in the packaging as stated above, and sealed in an envelope. If the medication is not in a sealed envelope, the parent or guardian will be contacted.

In certain unforeseen circumstances, verbal request or permission to administer medication may be accepted only when made by the parent or guardian to the school nurse, and only when prior delivery of the required forms is not reasonably possible. Written parental permission and authorization by the prescribing health care provider must be submitted by the parent before medication will be administered a second day. Medication may not be carried during the school day by elementary school students unless there is a need that is documented by the student's health care provider.

High school students may carry a one-day supply of prescription and/or over the counter medication in its original container without a "permission to carry medication" form on file. Junior High students may carry a one-day supply of over the counter medication without any form, but must have the "permission to carry medication" form on file in the school office to carry a one-day supply of prescription medication.

Students using poor judgment in carrying and taking their own medication will have such medication confiscated by school personnel, parents or guardians will be notified, and the student may face disciplinary action. A structured plan will then be developed

for the administration of the medication utilizing the “contract to carry medication” form.

Medication shall be administered at each school only by a school nurse or by his or her legal delegate in compliance with the Colorado Nurse Practice Act. Such delegates shall be approved with input by the Headmaster. Medication will be administered by school personnel, only in accordance with the instructions on the prescription label. School personnel will maintain a written record of all medications administered to students, using the Medication function in IC and by using the appropriate form when IC access is not available. The record will include the student’s name, medication, dosage, date and time given and the signature of the school personnel administering the medication.

Ascent employees may not administer homeopathic or herbal preparations.

All medications to be administered by school personnel shall be stored per the Colorado Department of Education medication storage guidelines.

Special Considerations for Asthma and Anaphylaxis

Notwithstanding the above, a student with asthma, severe allergies, or another related, life-threatening condition may possess and self-administer medication as provided in an approved treatment plan developed in accordance with the Colorado Schoolchildren’s Asthma and Anaphylaxis Health Management Act.

LEGAL REFS.:

C.R.S. 22-1-119