



Administration of Medication

Purpose

MCS serves a population of students that may require medication during the school day. Accommodating the students and parents is important to MCS. Pursuant to Utah Code §53G-9-502, MCS may administer medication to any student when the student is under the responsibility of MCS. School employees may administer medication if trained by the student's parent/guardian or a licensed medical professional.

Policy

MCS may administer medication to an enrolled student provided:

- The parent has given the school written permission to do so.
- Prior to administering any prescribed medication, the parent shall complete and provide to the school the "School Medication Authorization Form." This form describes the method, amount, and time schedule for administration. The parent/guardian shall complete the form on an annual basis, or if medication changes are made.
- Medication must be brought in by a parent, not the student.
- Medication must be in the prescribed container and must indicate the type of medication the dosage, time to be administered, and the student's name. Medication brought in will not be accepted if it is brought in without this information.
- Each pill will be counted by school personnel in the presence of the parent/guardian of the student.
- School personnel will maintain medication in a secure location.
- School personnel will administer the dosage of said medication to the student at the time indicated on the medication's container.
- Access to the medication will be monitored by the director or his/her designee.
- School personnel will log the student's name, dosage, date, time and type of medication they administer, and keep this record with the student's medication.
- If there is a change in medication, the parent/guardian must notify the school immediately, and the school shall document said changes.
- Authorization for administration of medication by school personnel may be withdrawn from the school at any time following written notice by the student's parent/legal guardian.
- During off-campus excursions including field trips, extracurricular activities, and any bus trips the student receiving medication during school hours may receive his/her medication from the classroom teacher or other school designee, who will be instructed in medication administration by school personnel or when possible the parent, and will follow the previously listed procedures and requirements.
- A student may self-administer medication pursuant to Utah Code §53G-9-506, if the parent or guardian has signed and provided the documentation required in §53G-9-506.



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- In compliance with §53G-9-208, a student may self-apply sunscreen. If a student cannot self-apply sunscreen, and the parent or guardian has signed a document in the current school year permitting MCS employees to apply sunscreen, a school employee may apply sunscreen to the student.