

Section 5 – Student Policies

5.15 – Health and Medication Guidelines

Children's immunizations should be current. Exemption forms are available.

If your child has had a fever of 100 °F or higher and/or vomited in the last 24 hours, do not send your child to school. If your child comes to school with any of these symptoms, parents will be notified to pick up the child.

Notify the school immediately when your child has a communicable disease or contagious skin disease.

Medication will not be administered to children without the proper forms completed.

In the case of an emergency, we contact 911 first, and then rely solely on your emergency contact information.

If your child will not be attending school due to illness, please call or email the office 30 minutes prior to your scheduled session.

Administration of Medications

It is generally recognized that some students may require medication for chronic or short-term illness during the school day to enable them to remain in school and participate in their education. Prescribers should be encouraged to write prescriptions for medications to be given outside of school hours whenever possible. OSCA will not administer the first dose of any medication. The following guidelines have been established.

1. Instructions for providing standing orders are done annually, at the beginning of each school year, regarding the administration of medications in emergency situations such as a severe allergic reaction or anaphylaxis.
2. Procedures to be followed when a student requires prescription medication to be administered at school, including obtaining a physician request/order (may stipulate that prescription label will serve as physician order). OSCA will verify the physician order and document information regarding the prescription in the student's record.
3. A requirement that all medications, prescribed and over-the-counter (OTC), only be administered upon written request from a parent/guardian.
4. Student information surrounding a prescription is considered confidential and will not be shared with all staff unless not to do so would endanger the student. Only staff who need to understand a child's medical condition will be informed.
5. Drugs, including herbal preparations, will not be dispensed in excess of the manufacturer's recommended dosage.

6. OSCA will not knowingly administer prescription medications using text that cannot be read and clearly understood.
7. Medication must be delivered to attending staff in a properly labeled container from the pharmacy or in manufacturer's packaging.
8. OSCA does not employ an on-site nurse, and therefore medications are administered by lay persons.
9. Some medications may be self-administered if:
 - Written certification from a physician attesting to the student's need for and ability to administer the medication;
 - OSCA assumes no liability as a result of injury arising from self-administering.
10. OSCA documents when all medications are dispensed, which are kept in the student's permanent file.
11. Procedures for collection, storage, and delivery of medications will be followed according to the label.
12. OSCA will not dispense medication PRN without a doctor's note or proper prescription information.
13. OSCA will administer epinephrine premeasured, auto-injection devices, that are given in the event of severe allergic reaction causing anaphylaxis only when there is an order to do so.

Handling, Storage, and Disposal of Medications

OSCA will secure locked storage for all medications to prevent diversion, misuse, or ingestion by another individual. Schedule II controlled substances, e.g. Ritalin, will be inventoried upon receipt. Any count discrepancies will be reported to the Academy Principal to enable further investigation. The Bureau of Narcotics and Dangerous Drugs (BNDD) may be contacted as a result of such an investigation.

Expiration dates on any medications are checked on a routine basis (yearly).

A parent/guardian may retrieve their student's medication from the school at any time. Unused medication is sent home at the end of the summer school session.

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Review Schedule: Every 2 Years