

## REGULATIONS

<b>SUBJECT:        PERFORMANCE OF MEDICAL AND PHYSICAL PROCEDURES FOR STUDENTS</b>
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The primary responsibility for provision of the required services and medical/health procedures belongs to parents/guardians and health professionals. The Board acknowledges, however, that in some instances these services and medical/health procedures must be carried out while the student is in school.

Accordingly, the Lambton Kent District School Board requires its principals and/or designated staff to administer oral medication and/or perform physical procedures where necessary for students with on-going medical conditions. These procedures will be performed in order to avoid the exclusion of a school aged child, who is otherwise entitled to attend one of the Board's schools, from access to education during school hours and where the administration of medication or physical procedures can be safely performed by a lay person. Such activities will be undertaken in accordance with LKDSB policy and Ministry of Education Program/Policy Memorandum 81, "Provision of Health Support Services in School Settings".

Following an initial review of a student's unique medical/health needs, but prior to registering the student, if the needs are deemed to be extensive the principal shall consult with the appropriate Special Education Coordinator or the Superintendent of Special Education to discuss placement options to best address the student's needs. Final determination of school location is the responsibility of the Superintendent of Special Education.

- 1) It is the responsibility of parents/ guardians to administer medication to their children. Treatment regimes should, where possible, be adjusted to avoid administration of medication during school hours. When this is not possible, parents may request the assistance of school personnel through their school principal.

The procedures that deal with the administration of medication will only be implemented when all of the following criteria have been met:

- requested by the parent or guardian, and
  - prescribed by a physician, and
  - such medication, by necessity, must be taken during school hours and cannot be administered by a parent/guardian or other person authorized by a parent/guardian, and
  - medication may be reasonably and safely administered by a lay person, and
  - a parent has signed an authorization in the specified form.
- 2) Procedures related to medical/health needs of individual students will address physician or health professional prescribed care plans and relevant legislation and policies. The principal will work in co-operation with the appropriate agencies of the Ministry of Health when physical procedures must be offered during school hours.
  - 3) The administration, by injection, of life-saving medication may be required in rare circumstances. If school staff is asked to administer a life-saving injection, the Principal shall follow the relevant Administrative Procedures.

- 4) The principal shall ensure that all support services are provided in compliance with the following Administrative Procedures:
  - Administration of Medication (A-SE-302.1)
  - Provision of Health Support Services in Schools (A-SE-302.2)
  - Students with Anaphylaxis (A-SE-302.3)
  - Diabetes Management (A-SE-302.4)
  - Asthma Management (A-SE-302.5)
  - Seizure Disorders (A-SE-302.6)
- 5) The principal of each school will consult with school staff to identify appropriate personnel who will be responsible for the administration of medication and/or the performance of physical procedures to ensure that students requiring these interventions will do so in a controlled, supervised setting which allows for sensitivity and privacy, and which encourages the student to take as much responsibility as is appropriate.
- 6) The principal will arrange the necessary training for school personnel. Appropriate health care professionals and/or agencies may be contacted for consultation and training support after appropriate consents have been obtained

Implementation Date: June 27, 2000  
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Reviewed: May 13, 2008  
Revised: February 14, 2012, October 11, 2017

Reference: LKDSB Policy and Administrative Procedures  
Ministry of Education Program/Policy Memorandum 81, "Provision of Health Support Services  
in School Settings