


Windsor-Essex Catholic District School Board



Section: Students

POLICY ST: 11
Student Health Support
(Including Medication
Administration at School)

NUMBER:	ST: 11
EFFECTIVE:	Oct. 26, 1999
AMENDED:	Oct. 24, 2000 June 12, 2007 Sept. 25, 2007 April 26, 2011
RELATED POLICIES:	See References
REPEALS:	
REVIEW DATE:	2014 - 2015

**NOTE: PLEASE SEE POLICY/PROCEDURE ST:11A ANAPHYLAXIS
FOR THE DEVELOPMENT OF A PLAN FOR A STUDENT
WITH A LIFE-THREATENING ALLERGY.**

1.0 OBJECTIVE:

- 1.1 To recognize and provide for those occasions when employees of the Windsor-Essex Catholic District School Board may be required to provide health support (including the administration of prescribed medication) for students who are diagnosed with a medical condition, to support their immediate safety, long term well-being, and optimal academic performance.

2.0 GUIDING PRINCIPLES:

- 2.1 The Windsor-Essex Catholic District School Board (the Board) believes that parents/guardians are primarily responsible for the administration of medication to their children.
- 2.2 The Board recognizes that a designated staff member(s) appointed by the Principal, shall be entitled to administer prescription medication when necessary and on an on-going basis according to applicable administrative procedures.
- 2.3 The Board believes that parents/guardians of a student, in conjunction with trained medical personnel, have the primary responsibility for the administration of health support procedures.
- 2.4 The Board recognizes that there are students with serious medical conditions (including, but not limited to, diabetes (i.e., Type 1, Type 2 and Gestational), asthma, epilepsy, haemophilia, heart conditions) who are at high risk with respect to life-threatening situations and is committed to supporting those students through the development of health support accommodations that consider their well-being and dignity.
- 2.5 The Board recognizes that each student diagnosed with a medical condition is unique and requires an individual plan of action.
- 2.6 This Policy shall be administered in conjunction with the objectives and guiding principles of A:14 Promoting and Supporting Equity & Inclusion Within a Catholic Community.

3.0 SPECIFIC DIRECTIVES:

- 3.1 Administration shall establish procedures to be followed by Principals in the development of individual plans of action for students with diagnosed conditions who require health support. The procedures shall include provision for the updating of the plans and for communication of information to the appropriate staff as necessary.
- 3.2 Administration shall maintain a section on the Board's public website containing links to various health care organizations/associations that may provide up-to-date and relevant information on various health conditions affecting students.
- 3.3 Administration shall establish procedures to be followed for administration of prescribed medication to students where it is necessary during the school day.

4.0 RESPONSIBILITY :

- 4.1 Parents/guardians have the primary responsibility for administration of medication to their children.
- 4.2 Parents/guardians of a student, in conjunction with trained medical personnel, have the primary responsibility for the administration of health support procedures.
- 4.3 Parents/guardians are responsible:
 - i. for notifying the Principal of their child's diagnosed condition and prescribed health support needs;
 - ii. for completing and updating an individual health support plan in conjunction with their child's family physician and with input from the principal;
 - iii. for providing the necessary supplies/equipment to support the plan.
- 4.4 The Principal (or designate) is responsible for assisting the parents/guardians in preparing and maintaining a health support plan, including an emergency action plan, for those students with a diagnosed condition who require health care support at school. Action plans are to be consistent with the roles and responsibilities outlined in Ministry of Education policy addressing health support services and the *Education Act*.
- 4.5 The Principal has the responsibility to communicate the plan as necessary to appropriate staff, including transportation services, itinerant and occasional staff, educational assistants and those working directly with the student on a regular basis.
- 4.6 Staff working directly with the student must be aware of and follow the health support plan to the best of their ability.
- 4.7 A designated staff member appointed by the Principal may administer prescription medication to students provided all Board policies, procedures and regulations are followed.

5.0 REVIEW AND EVALUATION:

- 5.1 The effectiveness of this policy shall be assessed through trustee, staff and community satisfaction measures.
- 5.2 This policy will be reviewed during the 2014-2015 policy review cycle.

6.0 REFERENCES:

Sabrina's Law, 2005
Education Act and its Regulations
Ministry of Education PPM 81 Provision of Health Support Services in School Settings
Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)
Personal Health Information Protection Act (PHIPA)
Ontario Student Record (OSR) Guidelines

Procedure ST:11 Student Health Support (Including Medication Administration at School)
Policy A:14 Promoting and Supporting Equity & Inclusion Within a Catholic Community
Policy A:30 Privacy
Procedure PR H06A Procedure for the Disposal of Sharps
Policy SC:04 Field Trips
Policy SC:13 Release of Student Information
Policy ST: 11A Anaphylaxis Policy
Procedure ST: 11A Anaphylaxis Procedure (Including Administration of Emergency Medication)
Policy ST: 15 Accidents/Students
Policy ST:20 Collection of Personal Information