

**Provo City School District**  
**Policy Series 3000: Students**

**Policy No. 3416**

**Administration of Medication to Students**

Provo City School District seeks the safe and appropriate administration of medication to students in the rare cases in which medication must be given during school hours. To see that medication is administered safely in these cases, procedures have been developed to determine that medication to be administered is appropriately recorded, labeled, and stored in a locked location; that parents provide appropriate information and documentation regarding medication; and that any staff members giving medication are given any necessary training by a school nurse.

The Board directs the Superintendent to develop procedures which will ensure that medication is administered safely and only in approved circumstances.

Legal References:

[Utah Code 53A-11-601](#)

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Approved by the Board of Education:

August 2007

Revised:

March 12, 2013