



(Name of School District)		Policy Code:
<p style="text-align: center;">A Model Comprehensive Asthma Friendly School Policy for School Districts in Georgia</p> <p>The <i>(name of school district)</i> School Board recognizes that Asthma is chronic lung disease that cannot be cured, but can be controlled. Schools can help by adopting asthma-friendly policies and procedures; coordinating communication with physicians, school personnel, patients, and families to better serve students with asthma; and providing asthma education for students and staff. Many schools in Georgia are already working to minimize the effects of asthma on students and school staff. Finally, the board recognizes that it has a legal authority and obligation pursuant to the Self-Administration of Asthma Medications law (O.G.C.A. § 20-2-774), and the School Stocking and Administration of Albuterol law (SB 126).</p> <p>Asthma Friendly School Policy/School Asthma Policy (Core)</p> <ul style="list-style-type: none"> • Asthma Awareness Education Asthma Awareness education will be integrated into the school curricula. • Staff Training Asthma related professional development training will be provided to school personnel. Schools will designate staff for a school health team. • School Surveillance School will put procedures in place to identify students with significant asthma morbidity. • Asthma Medications Individualized Asthma Action plans will be developed with collaboration of health care provider, parents, and school health personnel. School health services will be provided to students with Asthma Action plans by qualified personnel. Each student’s prescribed medication will be stored securely and correctly administered by trained school personnel in accordance with state law and written parent/guardian approval. Students deemed competent are allowed to possess and self-administer prescribed medications on school grounds and school functions (on and off school property). • Tobacco Use Tobacco smoke will be eliminated from all school grounds, buildings, vehicles and school sponsored events at all times. <p>100% Tobacco Free School Policy</p> <ul style="list-style-type: none"> • Tobacco Use Prohibited The policy will provide a description of tobacco use including: individuals involved, products prohibited, time of day policy effective, locations, and events. • Tobacco Products and Tobacco Use The policy will provide an explanation of tobacco products and tobacco use under policy 		

<ul style="list-style-type: none"> • School Grounds and Property The policy will provide an explanation of school grounds and property under policy • Time of Day The policy will provide an explanation of time of day as used in policy 		
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<p>100% Tobacco Free School Policy (<i>continued</i>)</p> <ul style="list-style-type: none"> • Enforcement Procedures The policy will describe the enforcement procedures for students, staff, and visitors. The enforcement procedures will also address procedures for outdoor school sponsored events on campus grounds and School sponsored events off campus. The enforcement procedures will also detail a course of action for each offense for students, staff and visitors. • Opportunities for Cessation and Prevention Education The policy will describe opportunities for cessation and prevention education • Implementation The policy will include procedures for implementation of the policy including effective date of the policy. <p>No Idling Zones</p> <p>Buses Only</p> <ul style="list-style-type: none"> • Bus idling will be limited to 3-5 minutes during early morning warm up on all but coldest weather conditions. • Bus idling will also be prohibited while waiting for students during fieldtrips and extracurricular activities. • Schools will provide a bus warming station outside of the school zone during cold weather • Schools will provide drivers a place inside during cold weather to limit idling • Revised bus schedules to prevent caravanning & cleanest school buses assigned to longest routes <p>All Vehicles</p> <ul style="list-style-type: none"> • Drivers should turn off engines when loading and unloading students. • Annual communication of policy with all drivers receiving a copy of the policy at the beginning of each school year • Service delivery drivers are require to turn off vehicles when making deliveries Request for administration of medication must be accompanied by written parent/guardian 		

Medication Policy

- All medication will be accompanied by written instruction from healthcare provider
- Request for administration of medication must be accompanied by written parent/guardian authorization (annually)
- All prescription medication must be in original labeled pharmacy container with written healthcare provider request for administration including: student name, medication name, qualified healthcare professional name, dosage and route of administration, date, time or indication of administration
- Policy will describe the requirements for the delegation of medication administration in the absence of a school nurse

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Medication Policy (continued)

- Policy will describe the procedures for receipt of student medication from adult other than parent/guardian
- Students not allowed to carry medication while at school except for students with asthma or medications for life threatening conditions who have met self-administer requirements
- Students are allowed to carry asthma medication if: written statement from healthcare provider (annually) specifying use and administration of medication; student is identified as qualified and able to self-administer medication by healthcare professional; written parental permission for child to carry asthma medication

Self-Administer Asthma Medication Policy [GA Code 20-2-774]

Schools must abide by this law, which authorizes:

- Students to carry and self-administer prescription Asthma medication who are identified as qualified to self-administer medication by physician
- Students to carry and use medication while in school, at a school sponsored activity, while under supervision of school personnel, or while in before-school or after-school care on school operated property

Self-Administer Anaphylaxis (EpiPen) Medication [GA Code 20-2-776]

Schools must abide by this law, which authorizes:

- Students to carry and self-administer prescription auto injectable epinephrine who are identified as qualified to self-administer medication by physician, while at school, at school sponsored events, while under supervision of school personnel, or while in before or after-school care
- Requests for administration of auto-injectable epinephrine to be accompanied by written parent/guardian authorization (annually), which allows the school nurse or agent to consult with the physician and releases the school nurse or agent from civil liability
- Schools to receive and store auto injectable epinephrine onsite on behalf of a student who is not able to self-administer medication if parent guardian provides a written statement from physician on use of medication and provides written release of school nurse or personnel to consult physician about medication and releases school of civil liability
- School personnel to administer auto injectable epinephrine to student on actual or perceived

anaphylactic reaction whether or not student has prescription

- Education/training/information to be provided to school personnel on how to recognize the symptoms of anaphylactic shock and the correct method of administering the auto injectable epinephrine.

School Stocking and Emergency Administration of Albuterol/Levalbuterol Policy [Senate Bill 126]

- Schools to acquire a stock a supply of albuterol/levalbuterol
- School personnel to administer albuterol/levalbuterol to student or agent believed to be in respiratory distress whether or not student has prescription

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School Stocking and Emergency Administration of Albuterol/Levalbuterol Policy [Senate Bill 126] (continued)

- School may designate a properly trained employee or agent to administer to medication students
- Relieving the school district and its employees from any liability (other than willful misconduct) for any injury to a student caused by this or her self-administration.
- Education/training/information to be provided to school personnel on how to recognize the symptoms of an asthma episode and the correct method of administering albuterol/levalbuterol.

Indoor Air Quality (IAQ) Policy

The policy will describe:

- The designation of an Indoor Air Quality Coordinator, who will be responsible for leading communication, developing, and implementing plans, annual evaluations and inspections.
- The process of completing annual school building evaluations, which includes covering ventilation systems and other maintenance activities
- The annual walkthrough inspections, which will cover functional spaces (classrooms, hallways, offices, kitchens exterior, roof, mechanical rooms, bathrooms, storage rooms, and boiler rooms)
- The plan to address identified concerns/issues from evaluations and inspections
- The annual review process of IAQ plan
- Procedures for testing, handling exposure to, and disposing hazardous materials (e.g. Mercury, Asbestos, Lead, Radon)
- Prohibition of tobacco use on school grounds and in school buildings
- Procedures for addressing animals in school buildings
- An integrated pest management (IPM) policy
- Routine moisture inspections and the plan for mold remediation
- Procedures to address and limit school bus idling
- Routine and regular maintenance and inspection of HVAC systems, as well as routine cleaning, adjustment and repair of building structures
- Considerations or instructions for the use of cleaning agents
- Details for the establishment and maintenance of a chemical management and improvement plan

- Annual communication to parents and staff on IAQ plan
- Contact information for the IAQ Coordinator
- Annual training for staff to maintain on elements of IAQ; animals, food, chemicals, idling, maintenance, etc.

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Healthy School Environment Policy

The policy will include:

- Healthy Learning Environment plan, which will include: Assessment of environmental factors that impact student learning or health; Plan for storage, use and disposal of cleaning agents and other hazardous chemicals; procedures for minimizing exposure to exhaust from vehicles; procedures for daily monitoring of outdoor air quality; mechanisms to resolve hazardous chemical exposure or water problems; action steps, strategies, and long-term goals to address identified concerns/issues
- A statement on considerations for products/procedures to follow for newly constructed or renovated buildings
- A description of the prohibition of tobacco use for students, staff and visitors on school grounds or sponsored event; prohibition of tobacco sponsored items; notification of prohibition of tobacco products through written channels available to all impacted (etc.)
- Procedures for the allowance or prohibition of animals and birds
- An integrated pest management (IPM) policy
- A statement addressing outdoor air pollution including: the use of Air Quality Index (AQI) and action steps/instructions for at least AQI codes orange, red and purple.
- A statement addressing diesel school bus exhaust; limiting or eliminating bus idling & utilizing exhaust reduction equipment or purchasing low emission vehicles

Field Trip Medication Policy

The policy ensures:

- School nurses or agents will be advised in advance about field trips to prepare medications
- School nurses or agents will prepare a pack of student medications for each teacher
- A registered nurse or trained staff member will accompany field trip if student medical/medication requirements cannot be met through delegation
- Student may carry emergency medication if forms received indicate student ability to self-administer medication
- Students requiring emergency medication administered by school nurse should ride on same bus

Integrated Pest Management (IPM) Policy

Policy will include:

- The designation of an Integrated Pest Management (IPM) Coordinator to carry out program and maintain data sheet of pesticide use and applications
- A plan to communicate with staff and parents/guardians about the IPM program, list of pesticides/bait stations that may be used in the schools & includes contact information for IPM Coordinator

- Procedures for emergency pesticide application when there is evidence of an immediate threat to health and safety of students with notification within 24 hours after application
- A description of pesticides that are prohibited on school grounds or within a school building while students are present or within seven (7) hours prior to normal instruction or extracurricular activities
- The development and maintenance of a pesticide notification list with notification 24 hours prior to application
- Approval by the Department of Agriculture

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Procedures for Implementation

The policy will go into effect (*Date policy will go into effect*). The administration will develop a plan for communicating the policy that will include information in student and employee handbooks, announcements at school-sponsored or school-related events, and appropriate signage (as mentioned above) in buildings and around campus. Other methods will be identified for notifying students, employees and parents about this policy.

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