SPRING GROVE AREA SCHOOL DISTRICT

POLICY PORTAL™ PSBA

BOARD POLICY

209.2 Diabetes Management

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
209.2	v1.3	DRAFT	Administrative Review

PRINTED
11/6/2026

Purpose

The Board recognizes that an effective program of diabetes management in school is crucial to:

1. **The immediate safety of students with diabetes.**
2. **The long-term health of students with diabetes.**
3. **Ensure that students with diabetes are ready to learn and participate fully in school activities.**
4. **Minimize the possibility that diabetes-related emergencies will disrupt classroom activities.**

Authority

The Board adopts this policy in accordance with applicable state and federal laws and regulations, and Board policies and administrative regulations, regarding the provision of student health services. [1] [2] [3] [4] [5] [6] [7] [8] [9]

Definitions

Diabetes Medical Management Plan (DMMP) means a document describing the medical orders or diabetes regimen developed and signed by the student's health care practitioner and parent/guardian. [1]

Individualized Education Program (IEP) means the written educational statement for each student with a disability that is developed, reviewed and revised in accordance with federal and state laws and regulations. A student with a disability is a school-aged child within the jurisdiction of the district who has been evaluated and found to have one or more disabilities as defined by law, and who requires, because of such disabilities, special education and related services.[7]

Section 504 Service Agreement (Service Agreement) means an individualized plan for a qualified student with a disability which sets forth the specific related aids, services, or accommodations needed by the student, which shall be implemented in school, in transit to and from school, and in all programs and procedures, so that the student has equal access to the benefits of the school's educational programs, nonacademic services, and extracurricular activities. A qualified student with a disability means a student who has a physical or mental disability which substantially limits or prohibits participation in or access to an aspect of the district's educational programs, nonacademic services or extracurricular activities. [6]

Trained Diabetes Personnel means nonlicensed school employees who have successfully completed the required training.

Guidelines

Before a student can receive diabetes-related care and treatment in a school setting, the student's parent/guardian shall provide written authorization for such care and instructions from the student's health care practitioner. The written authorization may be submitted as part of a student's DMMP.[3]

Diabetes-related care shall be provided in a manner consistent with Board policy, district procedures and individualized student plans such as an IEP, Service Agreement or DMMP. [2] [3] [4] [6] [7] [9]

In order to maintain a student's health and safety, each student's individualized plan shall address what information will be provided to school staff and other adults who have responsibility for the student in the school setting. [3] [6] [7] [10] [11]

Student health records shall be confidential and maintained in accordance with state and federal laws and regulations.[12] [13] [14]

~~**Trained Diabetes Personnel**~~

~~**The school nurse, in consultation with the Superintendent or designee, may identify at least one (1) school employee, who is not the school nurse and who does not need to be a licensed health care practitioner, in each school building attended by a student with diabetes to perform diabetes care and treatment for students. The identified school employee has the right to decline this role.[2]**~~

~~**An identified school employee who has accepted this role shall complete the training developed by the state or training offered by a licensed health care practitioner with expertise in the care and treatment of diabetes, that includes at a minimum:[2]**~~

1. ~~**An overview of all types of diabetes.**~~
2. ~~**Means of monitoring blood glucose.**~~
3. ~~**The symptoms and treatment for blood glucose levels outside of target ranges, as well as symptoms and treatment for hypoglycemia, hyperglycemia and other potential emergencies.**~~
4. ~~**Techniques on administering glucagon and insulin.**~~

~~**The identified school employee shall complete such training on an annual basis.[2]**~~

~~**Upon successful completion of the required training, individual trained diabetes personnel may be designated in a student's Service Agreement or IEP to administer diabetes medications, use monitoring equipment and provide other diabetes care.[2]**~~

~~**If the diabetes-related care provided to a particular student by trained diabetes personnel will include administration of diabetes medication via injection or infusion, the Board shall require the following:[2]**~~

1. ~~The parent/guardian and the student's health care practitioner must provide written authorization for such administration; and~~
2. ~~The trained diabetes personnel must receive annual training for such administration from a licensed health care practitioner with expertise in the care and treatment of diabetes.~~

~~Training of Other School Personnel~~

~~School employees, including classroom teachers, lunchroom staff, coaches and bus drivers, shall receive annual diabetes care training appropriate to their responsibilities for students with diabetes.~~

Student Possession and Use of Diabetes Medication and Monitoring Equipment

Prior to student possession or use of diabetes medication and monitoring equipment, the Board shall require the following:[4] [15]

1. A written request from the parent/guardian that the school comply with the instructions of the student's health care practitioner. The request from the parent/guardian shall include a statement relieving the district and its employees of responsibility for the prescribed medication or monitoring equipment and acknowledging that the school is not responsible for ensuring that the medication is taken or the monitoring equipment is used.

2. **A written statement from the student's health care practitioner that provides:**
    a. **Name of the drug.**
    b. **Prescribed dosage.**
    c. **Times when medication is to be taken.**
    d. **Times when monitoring equipment is to be used.**
    e. **Length of time medication and monitoring equipment is prescribed.**
    f. **Diagnosis or reason medication and monitoring equipment is needed.**
    g. **Potential serious reactions to medication that may occur.**
    h. **Emergency response.**
    i. **Whether the child is competent and able to self-administer the medication or monitoring equipment and to practice proper safety precautions.**
3. **A written acknowledgement from the student's Health Care Provider that the student has demonstrated that s/he is capable of self-administration of the medication and use of the monitoring equipment.**
4. **A written acknowledgement from the student that s/he has received instruction from the student's health care practitioner on proper safety precautions for the handling and disposal of the medications and monitoring equipment, including acknowledgement that the student will not allow other students to have access to the medication and monitoring equipment and that s/he understands appropriate safeguards.**

The written request for student possession and use of diabetes medication and monitoring equipment shall be renewed annually, along with the required written statements from the parent/guardian and the student's health care practitioner. If there is a change in the student's prescribed care plan, level of self-management or school circumstances during the school year, the parent/guardian and the student's health care practitioner shall update the written statements.

Students shall be prohibited from sharing, giving, selling and using diabetes medication and monitoring equipment in any manner other than which it is prescribed during school hours, at any time while on school property, at any school-sponsored activity and during the time spent traveling to and from school and school-sponsored activities. Violations of this policy, provisions of a Service Agreement or IEP, or demonstration of unwillingness or inability to safeguard the medication and monitoring equipment may result in loss of privilege to self-carry the diabetes medication and monitoring equipment, and may result in disciplinary action in accordance with Board policy and applicable procedural safeguards.[4] [6] [10] [16] [17]

If the district prohibits a student from possessing and self-administering diabetes medication and operating monitoring equipment, or if a student is not capable of self-administering diabetes medication or operating monitoring equipment, the district shall ensure that the diabetes medication and monitoring equipment is appropriately stored in a readily accessible location in the student's building. The school nurse and other designated school employees shall be informed where the medication and monitoring equipment is stored and the means to access them.[4]

Delegation of Responsibility

The Superintendent or designee, in conjunction with the school nurse(s), shall develop administrative regulations for care and treatment of students with diabetes in the school setting.

The Superintendent or designee shall coordinate training for school employees. Such training may be included in the district's Professional Education Plan.[2] [18] [19]

The Superintendent or designee shall annually distribute to all staff, students and parents/guardians this policy along with the Code of Student Conduct. In addition, the district must make the Type 1 Diabetes Fact Sheet developed by the PA Department of Health available to parents/guardians when their child is first enrolled in elementary school and again upon their child's entry into grade six. **The Diabetes Fact Sheet must be made available** in writing, electronically or on the school district's publicly accessible Internet website.[16] **[20]** [21]

Legal Footnotes

[1] 24 P.S. 1401
LEGAL REFERENCE

[2] 24 P.S. 1414.3
LEGAL REFERENCE

[3] 24 P.S. 1414.4
LEGAL REFERENCE

[4] 24 P.S. 1414.5
LEGAL REFERENCE

[5] 24 P.S. 1414.7
LEGAL REFERENCE

[12] 24 P.S. 1409
LEGAL REFERENCE

[15] 22 PA Code 12.41
LEGAL REFERENCE

[20] 22 PA Code 12.3
LEGAL REFERENCE

[21] 24 P.S. 1414.12
LEGAL REFERENCE