

Dear Parent/Guardian:

Re: Medications in school

A review of the requirements for the administration of medication in school includes:

- 1. Written, signed and dated request from the child's physician, including over the counter medications.**
- 2. Written request from parent or guardian.**
- 3. All medication should be supplied in the original labeled pharmacy container, and include only those doses needed for school administration. Please check expiration dates to avoid sending in expired or soon to expire medications.**
- 4. Students with Epi Pens are required to have a completed Allergy Action Plan on file. These may contain orders for additional use of Benadryl and Albuterol inhalers, and are signed and dated by your child's physician along with parent/guardian signature and emergency phone numbers.**
- 5. Students with Albuterol inhalers are also required to have a completed Asthma Action plan on file or a doctor's written permission along with parent/guardian authorization signed on the 2nd page of the action plan. If there is not a 2nd page to the plan, please sign the parent release form which is attached.**
- 6. Epi pens and Albuterol inhalers need to be sent in at the start of each school year. Emergency care plans and Asthma Action Plans are required along with the medications as stated above. Please make sure the parent permission section is signed on the above plans.**

Students are NOT permitted to carry or self-administer any medications in school (prescription or over the counter.)** If your child requires a medication, please bring it to the main office. Medications need to be handed to an adult and not to be carried in a child's back pack.

All inhalers and Emergency medications will be maintained in the Health Office located on the first floor next to the Principal's office or in the teacher's office in the ECC.

**Middle school students will be allowed to carry their own inhalers only per policy, but must notify the nurse, their teacher, or administrative staff when they need to use them so effectiveness may be monitored.

Permission is required annually, at the beginning of each school year. Since there is not a school nurse available at all times, every effort should be made to avoid taking medications during school hours.

If you have any questions or concerns , please call the Health Office at 617-698-2464.

Tara Carvalho, RN

School Nurse