

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.**
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 **Food Allergy & Anaphylaxis Emergency Care Plan** on file, an updated copy every year. 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 second page, please send in written consent to administer from the parent/guardian.**
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.) Unless authorized by their physician for a middle school student, which will require a note from the Physician to the Health office for student to self administer. (MIDDLE SCHOOL STUDENTS ONLY) If your child requires a medication, please bring it to the Health 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.

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. If you have any questions or concerns, please call the Health Office # 617-698-2462.

Pamela Campbell, RN
School Nurse