

SAUGERTIES CENTRAL SCHOOLS

Call Box A

Saugerties, New York 12477

Dear Parent/Guardian:

Children are not permitted to take medication during school hours unless state requirements are met. These requirements have been made to safeguard your child.

In order to give any medication in school, the school nurse must have on file the form provided on the back of this letter. Both parent and doctor must complete this form. Information on this form includes:

1. A written order from the physician, indicating the name of the drug, the amount or dosage to be given, and the time it is to be administered.
2. A written note from the parent, giving school personnel permission to give the child the medication as prescribed.

The above requirements include eyedrops, eardrops, and over-the-counter medications such as aspirin and Tylenol. The parent is responsible for bringing the medication to the school in the original container.

If you have any questions, please feel free to contact the school.

Sincerely,

Nara Scanlon, RN
School Nurse

Sue Carter, RN
School Nurse

SAUGERTIES CENTRAL SCHOOLS
Saugerties, New York
INSTRUCTIONS FOR GIVING MEDICATION IN SCHOOL

TO BE COMPLETED BY PHYSICIAN:

NAME OF CHILD: _____

DATE OF ORDER: _____

DIAGNOSIS: _____

MEDICINE AND DOSAGE: _____

Time and Circumstance of Administration at School:

Can a reaction be expected: _____ If yes, describe: _____

Other recommendations: (including PRN or self-administration orders) _____

Signature of Physician

TO BE COMPLETED BY PARENT

NAME OF CHILD: _____

ADDRESS: _____

I give permission for school personnel to administer

_____ at _____ from _____ to _____.
(name of drug) (time) (start date) (end date)

Signature of Parent

Comments: _____