

**STOUGHTON PUBLIC SCHOOLS**  
**Health Services Department**

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**Parent Letter Regarding Medication Policy**

Dear Parent/ Guardian

In accordance with Massachusetts Department of Public Health regulations, our school district requires that the following forms be on file before we begin to give any medication at school:

- **A signed consent by the parent or legal guardian to give the medication.**
- **A signed medication order from a licensed prescriber which is renewed at the beginning of each academic year and as needed with any changes of medication or dosages.**

All prescription medication must be in its original container and be brought to school by a parent/guardian or designated responsible adult. Speak to your pharmacist about providing a second bottle with a school supply (splitting your monthly supply). No more than a 30-day supply of the medication should be delivered to the school.

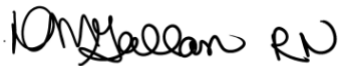
No over-the-counter medication will be given in school without the required signed medication forms. Over the counter medications must be unexpired, FDA approved, and be supplied in its original packaging or container. The school does not have medications on hand to dispense.

For the safety of all students, all medication must be stored in the school nurse's office and we ask that you please not give your child loose medications to carry on themselves. The exception is, after consultation with the school nurse, a student with proper physician orders and parental consent may carry inhalers, epi-pens, prescribed enzyme supplements, and insulin delivery systems.

If your child has asthma, and has asthma medication(s) ordered for school, it would be helpful to include a copy of the Asthma Action Plan. This plan is typically provided by the health care provider's office, but blank copies are available through the school nurse's office.

When your child needs a medication to be given during the school day, please act quickly to follow these procedures so we may begin to give the needed medication as soon as possible. Please remember to contact the school nurse throughout the school year to inform her of any changes to the medication orders, or with any questions you may have.

Sincerely,



Danielle Gallan, RN  
Supervisor of Health Services

