

**August , 2010**

Dear Parents:

Attached is the permission form needed before the school nurse or health aide may administer medication to your child.

Both the physician and the parent must print and then sign their names on the enclosed form before any prescription medication or over-the-counter drugs may be given to any child.

The request must include instructions as to the name of the medication, dosage, time and duration of the medication.

The medication and the signed permission form must be brought to the school clinic by the parent/guardian.

Medication must be in the original container (child proof) and have an affixed label including the student's name, name of the medication, dosage, route of administration and time of administration by school personnel. A small school picture (1 1/2 x 2") or a small forward face pose must also be included with the medicine.

If you have any questions or need an additional form, please call the school clinic at 440-842-6818 Ext. #3107.

Sincerely,

Mrs. Jan Cicerchi  
Principal

Form attached