

**PLEASE COMPLETE ATTACHED FORMS IF MEDICATION MUST BE GIVEN AT SCHOOL**

**NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL  
MEDICATION POLICY**

Dear Parent/Guardian:

We would like to inform you about the policies that have been put in place to ensure the health and safety of children needing medication during the school day. Our school district requires that the following forms be completed and kept in the student's health file before we can distribute any medication to the student during the school day. Medication must be brought to school by a parent/guardian or parent-designated adult ( 18 years of age ).

All prescription medication must be in a pharmacy-labeled container with the prescription label intact. No more than a thirty-day supply of the medication should be supplied to the school.

**Prescription medications**

**THESE FORMS MUST BE RENEWED AT THE START OF EACH ACADEMIC YEAR**

1. **Signed Parent/Guardian Consent Form**

Please complete the enclosed Consent Form giving permission to the school nurse to administer medication.

2. **Signed Physician Medication Order Form**

The written medication order form should be taken to your child's licensed prescriber (physician, nurse practitioner) for completion and returned to the school nurse. **This medication order can also be faxed to the school nurse (781) 246-9323.**

**Note: The labeled prescription bottle is adequate documentation for ten (10) days administration of a medication. If the medication is to be administered longer than ten (10) days, a written documentation from the physician or designated assistant is needed. The medication must be accompanied by written permission from the parent before administration. The state policy mandates that children may not self-medicate, except under certain conditions such as inhalers. If your child is using an inhaler in school, please complete the form allowing him/her to self-medicate.**

**Non-Prescription Medications**

All non-prescription medications require written documentation by a physician or designated assistant and written parent permission. The exceptions are Tylenol (Acetaminophen 325 mg. 1-2 tablets) or Advil (Ibuprofen 200mg. 1-2 tablets) which may be given *under the order of the school physician Dr. David Roston.* However, written parent permission is needed to dispense these medications. The school provides Tylenol and Ibuprofen in the Nurses' Office.

Any non-prescription medications sent to school must be brought in and picked up by an adult (18 years of age).

When your child needs a medicine to be given during the school day, please follow these policies quickly so we can begin to administer the medicine as soon as possible.

If at any time during the school year you have any questions or concerns, please feel free to contact the Health Office (781) 246-0810, Extension 1624 or 1620.