



West Carroll Community Unit District No. 314

July, 2008

Dear Parents/Guardians:

With the start of the new school year, we wanted to remind all of you of some important district-wide policies.

All prescription medicines sent to the school for administration by the nurse or her designee must be properly labeled and in the original containers. Routine daily medications must include our Student Medication Authorization Form filled out and signed by both the parent and physician. Short-term prescriptions, for example, antibiotics where a dose **MUST** be administered MIDDAY at school, will be given without needing this form, as long as the PRESCRIPTION BOTTLE and a note from the parent is sent. **ABSOLUTELY NO LOOSE PILLS IN BAGGIES WILL BE ACCEPTED OR DISPENSED BY THE NURSE.**

The schools have limited stock supplies of TYLENOL [acetaminophen] and TUMS only. Any other over-the-counter [OTC] medicines you wish given, that is, Advil [motrin], Aleve [naprosyn], Benadryl [diphenhydramine], etc., YOU must furnish. **School stock medication will not be given before 10:00 a.m. or after 2:30 p.m.**

All OTC medicines need to be in their original packaging, properly labeled, with medication name and current expiration date intact. We know that some cold and allergy medications come in individual doses on a punch-out type sheet or card, and only the box is properly labeled. In this case, if you want that med given, you must include the box. It will be returned to you, if you request this. A signed note from the parent, stating the name of the medicine, what it is being used for, when it was last taken and when you wish it to be given at school [midday or later] must accompany the medicine. **A new note needs to be sent every day you wish the medication given.**

Medications, both prescription and OTC brought in by the student, need to be immediately given to their teacher or one of the secretaries in the office. The only medications competent students are authorized to have in their possession are asthma inhalers & epi-pens, and we **highly recommend** that a spare be kept in the nurse's office. If your child has a diagnosis of asthma, please be sure we are aware of this so that we can tailor an asthma care plan to fit his needs in the least limiting way during the school day.

If your child comes to see us and has a fever over 101 degrees, he will be sent home. Even if his fever is not that high, if he is not "making it" in the classroom, his teacher may opt to send him home anyway. Please do not send your child to school if he has a fever, diarrhea, or has been vomiting. Recess/PE excuses are **per Dr. order only**, as a child well enough to be in school is expected to participate in activities.

Please do not tell your child to come and see us regularly for medical evaluations and/or treatment of an acute problem which has occurred or been noticed at home. That is the job of your doctor and/or nurse practitioner. Our role here is to help keep children healthy, treat any minor injuries that occur **at school** and refer signs of serious illness back to the parents for medical treatment and follow-up. We are in partnership with the teachers to keep your child feeling well and ready to learn. We both tend NOT to send home a child with frequent or minor complaints, so please don't tell your child it's okay to come see us "later" and that we will send him home, or even call you, as this may not be the case!

Please feel free to call anytime if you have a question or problem concerning your child's health that you wish to discuss. A nurse is available by phone from 7:30 a.m. to 3:30 p.m. on student attendance days.

Sincerely,

Pat Fuller, R.N., Middle & High School
Tatum Abney, L.P.N., Primary and Intermediate School