

**LYNN PUBLIC SCHOOLS
SCHOOL HEALTH SERVICES
MEDICATION/TREATMENT DELIVERY IN SCHOOLS**

Dear Parent/Guardian,

We would like to inform you of the policies that have been put in place to ensure the health and safety of children needing medications/treatments during the school day within the Lynn Public Schools.

The Lynn Public Schools require that the following forms must be on file before we give any medications/treatments at school:

1. A **signed parental permission/consent form** by the parent/guardian to give your child medications/treatments while in school. Included on this form is a request for permission by the school nurse to photograph your son/daughter. Your child is being photographed in order to provide safe and accurate identification of your son/daughter when administering prescribed medications/treatments. This photograph will be attached to the medication administration log which is only accessed by the school nurse, substitute school nurse or staff trained in medication delegation.

2. A **signed written medication/treatment order** by your child's licensed prescriber (physician, nurse practitioner, etc.). This medication/treatment order must be renewed as needed and at the beginning of each academic school year. One form should be filled out for each medication/treatment to be administered at school.
 - Medications must be delivered by the parent/guardian or prearranged designated adult in the original pharmacy labeled container.
 - Please ask your pharmacy to provide separate bottles for school and home.
 - No more than a 30-day supply of medication can be delivered to the school.

In order to give your child the medications/treatments they require while in school, we ask that you please act quickly to complete the attached forms as instructed and return them to the school nurse. We appreciate your help in complying with the medication policies at the Lynn Public Schools.

Thank you.

Sincerely yours,

School Nurse

Telephone #

Email

Fax #