

Regional School District 13 • Middlefield -Durham

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PUPIL PERSONNEL SERVICES

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To: Parents/Guardians

From: District #13 Health Offices

Re: Transportation and Administration of Medications

To ensure the medical safety of District #13 students, the following requirements are necessary for the transportation and administration of medications.

No child may transport medication to or from school. All medications must be brought to school by a parent, or other responsible adult, and given directly to the School Nurse, Principal, Assistant Principal, or properly trained teacher.

All medication requires a written Physician's order along with the parent's signature. The medication must be in the original labeled bottle, with the name of the student, dosage, times of administration, and the length of time it is to be given. This includes prescribed medications as well as over the counter medications such as cough syrup, Tylenol, Advil, and eye drops. Forms for authorization of the administration of medicines by school personnel are available in all school Health Offices and will be sent home upon request. Students in grades 7 through 12, with the permission of parents and doctor, may self-administer certain medications such as Inhalers. If you wish your child to carry and give his own medication, the doctor must write "May Self-Administer" on the order form.

Medications will be administered to a student on the school grounds by the School Nurse, Principal, Assistant Principal or Teacher who has been trained in the administration of medications.

Medications for students on field trips must also be administered by the school nurse, principal, or a teacher who has been trained in medication administration. If there is an overnight or extended field trip, medications not normally given during the school day must have orders written by the physician for the medication to be given on the trip.

If there are any questions, please feel free to contact the school nurses.

Mary Ellen Johnson, R.N., Brewster (860) 349-7227
Joyce Parisi R.N., B.S., Korn (860) 349-7210
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