

Dear Parkside Families,

As we move toward the new school year, I wanted to take a moment to review what is needed should your child need to take medication at school, whether that be daily, as needed, or for an acute issue. **It is important that you are aware of requirements even if your child does not take daily medication at this time.**

Prescription Medication:

Students needing to take prescription medication at school need to have the appropriate Medication Administration Form on file that includes the health care provider's order and parent permission. Please bring medications in their original labeled prescription bottles (pharmacists are generally happy to provide a second container for school use).

Routine medications will be administered as prescribed by the health care provider on the form. Routine medications will be administered within 30 minutes of the prescribed time. If more precise timing is indicated for your child's medications, please delineate that on the form.

Over the Counter Medication:

A Medication Administration Form is also required for over-the-counter medications. OTC medications should also be supplied in their original bottles with manufacturer's label. Please check that any medications supplied to the school nurse are within their expiration date.

***Any medication needed at school will be kept in the Nurse's Office unless permission for self-carry is given by a health care provider.***

Self-Carry and Use of Medications

If your child's healthcare provider decides your child can carry and use their asthma inhaler or epinephrine auto-injector medications independently, they must attest in writing that your child can do so safely. Your permission is also required. The area for attestation for providers and parent consent is included on the Medication Administration form.

Medication Drop Off

An adult should bring the medications to school unless your student has a health care provider attestation to carry and use their medication independently. If you need to make special arrangements to drop off medication, please email me or call the school.

Emergency Care Plans and Asthma Action Plans (ECP's)

Emergency Care Plans help school staff safely care for your children. Once I reviewed student records and received Medication Administration Forms for your child, I will correspond with you in order to develop individualized plans for your child. Emergency Care Plans will be submitted to parents for your review and comment prior to being distributed to relevant staff. Staff will be trained in the emergency management and treatment of your child in the event of a severe reaction at school according to the information on the final ECP.

Thank you in advanced for your cooperation!

Best,  
Morlon Mitchell  
School Nurse  
(212) 721-8888 x130