

Elsinboro School District
Medication Administration

Dear Parents:

Occasionally your child's doctor will prescribe medication which must be taken during the school day. In order to assure the safe administration of all medications, this procedure must be followed:

- 1) The parent or guardian must provide a written request for the administration of the medication, including the name of the medication, dosage and time it is to be given.
- 2) Your physician must provide written orders detailing the diagnosis or type of illness involved, name of drug, time of administration and possible side effects.
- 3) The medication must be brought to the school nurse in the original container appropriately labeled by the physician or pharmacist.
- 4) Send only the amount of medication which is to be taken in school.

Please contact me if you have questions or concerns.

Mrs. Laura Gallagher RN
School Nurse
935-3817 ext 133