



A Ministry of Kendall Presbyterian Church

Dear Parent/Legal Guardian:

If your child needs to have medication(s)/treatment(s) given during the school day, State Regulations and our School Board Policy require that you and your doctor provide written permission for administration of both prescribed and over-the-counter medication(s) or treatment(s).

(Medication refers to only those products which have been approved by the "Food and Drug Administration" (FDA) for use as a drug.)

- Prescription medications must arrive in its container with the original, unaltered prescription label attached. **The label must display all legal information required for a pharmacist to dispense a prescription medication such as valid issue and expiration dates, the patient's name, the medication name and dosage instructions, and the doctor's name.**
- Over-the-counter medications must arrive in the original store-issued container. Please take the time to label the container with your child's name and birth date, the date you send the medication to school and dosage prescribed by the doctor.
- The medication/treatment authorization on the reverse side of this document must be completed entirely and accompany any medication (either prescribed or over-the-counter) to be given to your child in school. **Both a parent/legal guardian and the prescribing doctor must sign the form.** Staff will not be able to administer medications to your child without this **written consent.**
- A parent/legal guardian must hand carry medication to the Front Office. The Front Office staff upon receipt will verify the quantity of each medication. **Do not send medications to school with your child.**

Thank you for assisting us to provide safe medication/treatment administration for your child during the school day.

Please see the reverse side of this document for "Authorization Form"