



STANLEY

BRITISH PRIMARY SCHOOL

REQUIREMENTS FOR MEDICINE TO BE ADMINISTERED TO YOUR CHILD

Dear Stanley Parents:

This letter provides a reminder regarding the required forms and medical care plans necessary for children who have special medical needs. **These forms must be received prior to school starting or the medicine and accompany forms must be received on the first day of school (TUESDAY, AUGUST 26, 2014) in order for medicine to be administered to your child.**

NEW POLICY FOR INTAKE

We have instituted a new policy that requires medicines and accompany forms or care plans to be given directly to the Front Desk personnel who will then provide them to the appropriate medical personnel to check them for accuracy. We no longer allow teachers to accept any medications.

FIRST DAY OF SCHOOL MEDICINE/FORMS DROP OFF

For this coming year, If your child requires any medication during the school day **whether self administered or not**, you will need to provide the proper paperwork filled out by your child's medical provider and medication in its original package **on the first day of school.**

We ask that you bring your child's forms and medication(s) to the Front Desk area on the first day of school. Forms and medicines will be given to me, Shari Fessler (our nurse consultant) and/ or Barb Lesnoski our school registrar to be reviewed with you to ensure accuracy. As a result of this new procedure, please do not attempt to deliver Forms or Medicines to your child's teachers. **Teachers are no longer allowed to accept medications.**

OTHER IMPORTANT CARE PLANS

We must receive Health Care Plans for all children before or by the first day of school who have the following medical conditions:

- Allergies
- Asthma
- Seizures
- Diabetes

Allergies: Children with **severe allergies** requiring medication are required to have a completed **Allergy and Anaphylaxis Action Plan and Medication Orders** signed by parents and a health care provider.

Asthma: Children with **asthma** who may need asthma medication during program hours are required to have a completed **Colorado School Asthma Care Plan & Medication Orders** signed by parents and completed and signed by a health care provider

Seizures and or Diabetes: Children with **special health conditions** such as diabetes or seizures are required to have a completed **health care plan** signed by a health care provider. This plan will be individually designed for your child; in corporation with the school's staff, the child's parents/guardians and me, Shari Fessler, Stanley British Primary School's nurse consultant.

GENERAL MEDICATION INFORMATION

NEED FOR MEDICATION DURING SCHOOL

Children needing any medication during school hours (including field trips) require a ***Permission for Medication*** form that has been signed by parents and a health care provider. These forms are available on the Stanley website at www.stanleybps.org.

- There must be a separate permission form for each medication.
- Medication may be given legally only by school personnel who has been trained by a registered nurse and delegated the task of giving such medication.

No prescription or nonprescription medication shall be administered at school by designated school personnel without the following requirements being met:

1. Prescription medications must come in the original pharmacy labeled container with the student's name, name of medicine, time medication is to be given, dosage, licensed health care provider's name, and current date.
2. Over the counter medications must be labeled with the student's name and current date. Dosage must match the signed health care provider authorization, and the medicine must be in the original container.
3. The school shall have received written permission from a health care provider, licensed to prescribe medications and written permission from the parent/guardian to administer the medication via the Permission for Medication form. This form also includes a release of liability or loss related to the administration of any medication.

SELF-ADMINISTERING

Students may carry and self-administer asthma rescue inhalers and Epinephrine auto-injectors for severe allergic reactions only when the above requirements have been met, and the health care provider, myself as the nurse consultant, and the parent/guardian have agreed that the student has been appropriately trained and has demonstrated competency. No other medication may be carried or self-administered by any student unless there is an extreme need that is documented by the student's health care provider.

SAFEGUARDING MEDICATIONS

All medication shall be safeguarded at Stanley British Primary School to avoid any risk that it may be improperly administered to anyone.

Please feel free to email or call me with any questions or concerns.

Thank you,

Shari Fessler, RN
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