

School Year: 2022-2023

Dear Parents/Guardians:

**Please log on to your Aspen parent portal at the beginning of the school year and complete the online Health Form.** This will allow you to share your child's medical history with the School Nurse. You can also authorize the School Nurse to administer Tylenol, Ibuprofen, Caladryl lotion, and/or Aquaphor ointment to your child as needed, according to the school medication protocol.

**Physical Exams:** **Kindergarten** and **fourth grade** students, as well as those students new to the district, are **required** to have a copy of a recent physical and their immunization record on file in the school health office. Please submit immediately.

**Medication Policies:** All medications to be taken during the school day (as needed or on a daily basis) should be brought to the School Nurse by a parent or designated adult. Parent/guardian permission must be in writing. A copy of a blank Medication Administration form can be found on the Thoreau Elementary School's website under Parents, Health Services. In addition, the following requirements must be met:

*All over the counter medications* (cough/cold remedies, antihistamines and pain relievers, other than Tylenol) must have a physician authorization in writing. Medications must be in manufacturer labeled containers.

*All prescription medications* must be in pharmacy labeled containers. Please ask the pharmacist to dispense a duplicate bottle for use at school. If medication is to be administered daily or on an as needed basis, a physician authorization in writing is required.

Thank you for your prompt attention to these matters! If you have any questions, please call the Health Office at 978-318-1300 ext. 3316.

