

January 4, 2010

Dear OSL parents/guardians:

Please have your **doctor** complete the enclosed **medication order forms** for the 2010-2011 school year. This form is for any medications your child may need to take during the school day, including any over-the-counter medicines you want them to have available during the school year, e.g Tylenol , Advil, Benadryl, or any other medication your doctor might prescribe.

New doctor orders are needed for each school year. These forms give me the authority to administer the medication to your child. If there is no doctor's order on file, by law I am not permitted to give medication to your child. Parents retain the right to give medicine to their own children. When you send in medication, please be sure it is in the original container with a current pharmacy label. If it is an "over the counter" medication such as Tylenol or Advil, it must be in the original container.

Also enclosed are **care plan forms** for students who have medical conditions. Choose the form which may apply to your child, and have your **doctor** fill out the care plan. **If your child has no medical condition, you may discard these care plan forms.** I use these forms to provide a healthy learning environment for your child.

If you have any questions, please call the school office at 459-2273. I am in the office from 9 am to 1 pm.

Kathleen Ault RN