



Stuart Health Office September 2020 Procedure for Dropping Off Medication

Dear Parents/Guardians,

If you have submitted a "Permission To Administer Medication In School", an "Allergy Action Plan" or an "Asthma Action Plan" form to Magnus because your child needs to have a medication available in school, please follow the procedure below for dropping off medication.

Pack the medication/s in a clear ZipLock plastic bag and drop it off to the staff at the arrival location for your child/ren.

- Before bagging the medication/s check the expiration date. Expired medications will not be accepted.
- Write your child's name and grade clearly on the bag + content of bag (2 Epipens, tablet Benadryl, 1 inhaler, etc.).
- If your doctor has prescribed an Epipen and Benadryl, you must also pack the Benadryl either as chewable tablets, tablets or liquid. If you do not provide Benadryl, your child will not have it available when the Epipen accompanies your child when/if school trips resume.
- All medications must be in their original container, and the name of the medication/instructions must be in English.
- Drop the bag off at the arrival location for your child/ren.

A receipt for the medication will be mailed home once it is checked in.

If you have any questions, please feel free to contact me.

Kind regards,

Tine Boss
School Nurse

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609-921-2330, option 1 or extension x4122