

Dear Parent/Guardian,

Before any medication can be administered to a student, the attached **Medication Administration Record (MAR)** must be completed by a health care provider and parent. All medication must be submitted to the school clinic in the original prescription bottle. This includes prescription refills and over the counter medication. Medications (prescription and/or over the counter products) must be transported to and from the school by a parent, guardian, or authorized adult. Medication must be delivered to the school clinic staff member.

Students are not permitted to be in possession of medication at any time while on school property, a school bus or any vehicle operated by the district, including contracted transport services.

In cases where a student must carry an inhaler and/or Epi-Pen during school hours, please inform the school clinic staff member immediately. The MAR form must clearly indicate that the inhaler and/or Epi-Pen can be carried during school hours by the student. **Student and parent must also complete and submit to the school clinic staff member the inhaler and/or Epi-Pen self-carry agreement.**

Sincerely,

Alissa Langer, BSN, RN

District Nurse

Euclid City Schools

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