

HORTONVILLE AREA SCHOOL DISTRICT

February 28, 2011

RE: Change to the Medication Administration Policy

Dear Parent/Guardian

Medication Law-Chapter 118.29 of the State of Wisconsin has changed the way we at Hortonville Area School District need to administer medication to your student. The component of this law that will have the greatest impact on you as a parent is that we may no longer have Advil or Tylenol or cough drops or any other over-the-counter medication in a stock supply available for your student here at school.

You will need to

- Send everything you want your child to have.
- Supply it in the original packaging.
- Include student's name, medication dosage.
- Date and time of administration.
- All instructions pertinent to the administration of the medication to the student.
- Complete and sign the school parent medication permission form.

(The way we currently handle prescription medication will not change. As you are aware the above criteria is already in place for prescription medications.)

This law is to take effect early in March.

We are asking that by March 15th you supply your student's health office with any "over-the-counter" medication that you are aware your student currently needs. As this changes we will of course be happy to accept other medications as they become necessary for your student.

High school students are able to carry any "over-the-counter medications" with them, but prescription medications need to be given to the health services office and taken there.

Please feel free to contact me with any questions/concerns. I understand that this puts a further burden on you the parent but we have no choice but to comply with the Law.

Sincerely,

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