

# MAYNARD

## PUBLIC SCHOOLS

---

### HEALTH SERVICES DEPARTMENT

Leslie Adams Dowst, RN, MEd  
Green Meadow School  
5 Tiger Drive, Maynard MA 01754  
Phone (978) 897-8246  
Fax (978) 897-8298

Mary Ferranti, RN, BSN  
Fowler School  
3 Tiger Drive, Maynard MA 01754  
(978) 897-9234  
(978) 897-5737

Pat Trahman, RN, BSN, NCSN  
Maynard High School  
1 Tiger Drive, Maynard MA 01754  
(978) 897-9374  
(978) 897-5634

To the Parent or Guardian of: \_\_\_\_\_

In order to promote the safety and well being of students needing medication during the school day, the Maynard Public School's Medication Administration Policy requires the following:

1. Written authorization by the parent or guardian to give medications. Please complete the **Parent/Guardian Consent for Medication Administration** form and return it to the Health Office at your student's school.  
A separate consent form is required for each medication.
2. A **Medication Order**, from the licensed prescriber, must be a part of the student's School Health Record for the following:
  - any long-term daily prescription medication,
  - any as needed (prn) prescription medication, and
  - any over-the-counter (OTC) medicationsto be administered during the school day. Please have the student's physician complete the Medication Order. Medications Orders must be renewed each academic year.
  - A Medication Order is not necessary if your child is taking a short-term prescription medication (10 days or less).

Prescription medications must be in a pharmacy container. When filling your child's prescription, ask your pharmacist for 2 containers, one for home and one for school.

Inhalers are best stored in school in their original box. A prescription label must be on both the box and the inhaler.

Over-the-counter medications must be in a sealed, manufacturer-labeled container.

Medications must be delivered to the school by the parent or a responsible adult, along with the **Parent/Guardian Consent for Medication Administration** form and the **Medication Order** form when needed.

**DO NOT send medications to school with your child.**

A maximum thirty (30) day supply may be brought to school.

When your child needs a medication to be given during the school day, follow the policies in a timely manner, so that medication administration can begin as soon as possible. If you require any further information, please call the Health Office at your child's school.