



Dear Parents and Guardians,

Medications, both prescription and over the counter, may be administered at school if the following criteria are met:

1. A medication order is signed and dated by a physician within the past 12 months. (A new order is required if one expires)
2. A signed and dated parental consent form within the past 12 months.
3. If a complex medical need is present, an action plan that is signed and dated by both the physician and parent/guardian within the past 12 months. This includes, but is not limited to, diabetes, asthma, seizures, and severe allergies
4. The timing of the medication cannot be adjusted to outside of school hours or it is administered on an as needed basis
5. A parent/guardian delivers the medication in its original packaging to the school.
6. For the 2025-2026 school year, the above criteria will also apply to **ALL over the counter medications**, including acetaminophen (Tylenol), ibuprofen (Motrin), calcium carbonate (Tums), medicated cough drops, hydrocortisone cream, and oral anesthetic (Orajel). It is recommended to have your child's physician provide an order upon the start of the school year if you foresee your student needing any of the above. *Non-medicated cough drops do not require a doctor's order, and may be sent in with parental consent only*

All required forms are linked below. A printed form can be provided upon request. Please don't hesitate to reach out with any questions or concerns.

Thank you,

Jillian Gay RN, BSN

Cheverus School Nurse

