



**BISHOP CONNOLLY HIGH SCHOOL**

373 Elsbree Street, Fall River, MA 02720

Phone: 508.676.1071 Fax: 508.676.8594

[www.BishopConnolly.com](http://www.BishopConnolly.com)

Dear Parent/Guardian:

We would like to inform you of the policies that have been put in place to ensure the health and safety of our students needing medications during the school day.

Our school district requires that the following forms must be on file in your child's health record before we begin to give any medications at school:

1. Signed consent by the parent or guardian to give the medication. Please complete the enclosed permission form and return it to the School Nurse.
2. Signed medication order. The written medication order form should be taken to your child's licensed prescriber (your child's physician, nurse practitioner, etc.) for completion, and returned to the School Nurse. The order must be renewed as needed and at the beginning of each academic year.

Medications should be delivered by you or a responsible adult whom you designate, to the School Nurse in a pharmacy or manufacturer-labeled container. Please ask your pharmacy to provide separate bottles for school and home. No more than a thirty-day supply of the medication should be delivered to the school. Students are responsible to report to the Health Office at the time that daily medication is to be distributed.

When your child needs a medication to be given during the school day, please act quickly to follow these policies so we may begin to give the medicine as soon as possible. If you have any questions, please call the Health Office at 508.676.1071 x354. Thank you for your help.

Sincerely,  
Kristen Oliveira  
School Nurse