



Global Learning Charter Public School

190 Ashley Boulevard, New Bedford, Massachusetts 02746
Phone: 508.991.4105 • Fax: 508.991.4110 • www.glcps.org

Dear Parent/Guardian:

We would like to inform you of the state regulations governing the administration of prescription medication in school. These policies have been put in place to ensure the health and safety of students needing medications during the school day.

These regulations require the following forms must be on file in your child's health record before we begin to give any medication in school:

Signed consent by the parent or legal guardian to give the medication

Please complete the consent form and return to your school nurse.

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. This order must be renewed as needed and at the beginning of each academic year.

Medications should be delivered to the school nurse in a pharmacy or manufacturer-labeled container by you or a responsible adult whom you designate. 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, along with a note stating the number of pills sent in to school.

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 medication as soon as possible. It is recommended that medication be administered at home. However, students who must receive medication during the school day are required to comply with the above regulations.

No student should carry or store medication in their locker. The only exception to this policy is for students who carry inhalers, EpiPens and supplies for diabetic maintenance, which has been authorized by their physician, with consent by the parent and approved by the school nurse.

If you have any questions, please contact me at 508-991-4105. Thank you for your cooperation.

Sincerely,
Rebecca Tomlinson, RN ext 515