



COMMITTED TO EXCELLENCE  
S I N C E 1 9 2 0

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Dear Parent or Guardian:

**RE: 2023-24 School Year**

Some students need to take medication during the school day, and other students may need to carry life-sustaining medication or equipment on their person (**i.e., inhaler, insulin, epi-pen, blood glucose testing equipment**). If either of these scenarios applies to your student, please have your physician complete the attached "**Authorization for Medication Administration**" form. This form needs to be completed on an annual basis.

If your student is administering their own blood glucose tests, you'll be requested to complete an additional form. You may obtain this form from the Health Office at your student's school.

Even if school personnel are not dispensing medication to your student, it's critical that the Nurse at your student's school site ensures the proper handling and disposal of medical supplies and equipment.

If you have any questions about these procedures, please call the Nurse at your student's school.

Sincerely,

Maureen Durand, RNP-MSN  
District Nurse

Linnea Goldberg, RN, BSN, MSN  
District Nurse

Wendoline Castillo, RN, BSN  
District Nurse

MD/LG/WC/ajf  
Attachment