

WINDSOR LEARNING CENTER

RICHARD F. LYNCH
DIRECTOR

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CAMILLE CERCIELLO, Ed.D.
DIRECTOR

Dear Parents/Guardians,

If it is necessary for your son/daughter to receive medication during the school day, please complete the Medication Administration Form enclosed. This form must be completed by your physician and the parent/guardian of the student.

Do not use this form for Inhalers or Allergic Reaction medication. These are separate forms for these medications as described below.

If your son/daughter has asthma and requires the use of an inhaler or nebulizer, the following forms must be filled out by your physician and the parent/guardian of the student:

- Asthma Treatment Plan
- Indemnification/Hold Harmless Agreement for Self-Administration of Medication and/or Epinephrine

If your son/daughter has a food allergy or other allergy that requires the use of an EpiPen the following forms must be filled out by your physician and the parent/guardian of the student:

- Allergy Action Plan
- Indemnification/Hold Harmless Agreement for Self-Administration of Medication and/or Epinephrine

All forms can be found in our student packet. The completions of these forms are required by law and NO medication can be given without their completion.

All medication must be brought to school on your son/daughter's first day, in the original bottle with the prescription label intact. **Medication can only be administered with the appropriate paperwork completed and returned.**

Please feel free to contact me at 973-839-4050 if you have any questions or concerns.

Sincerely,



Patty Conklin, RN
School Nurse

Meeting The Special Needs of Children