Henry Wadsworth Longfellow Elementary School

715 S. Highland ▪ Oak Park ▪ Illinois ▪ 60304 ▪ ph: 708.524.3060 ▪ fax: 708.524.3037 ▪ www.op97.org/longfellow

Dear Parents/Guardians,

Each year it is important to review the medication policy that has been established by District 97. The policy states that students may not possess or consume any medication, including over-the-counter medication (i.e. cough drops, benedryl, etc), without the written orders of a physician and a parent/guardian signature authorizing the administration of the medication at school.

A "Licensed Prescriber Authorization Form" is necessary if you would like your child to take medication of any kind at school. This form can be found by clicking here or accessing the District 97 webpage. *This form must be resubmitted each school year.* You can fax this form, Attn: School Nurse at 708- 524-3037, scan and e-mail the form, and/or turn the form into the health office.

Here are a few important pieces of information about our policy:

- Parents should make every effort to give prescribed doses of medication at home.
- Medications must be brought to the nurse in the original pharmacy prescription labeled container or a sealed as purchased over-the-counter container.
- Expired medications cannot be given at school.
- These forms must be updated annually and/or if there is a change in medication/dosage.

If you have any questions or concerns please feel free to call the health office at 708-524-3064 and/or e-mail at knylec@op97.org.

Respectfully,

Kimberly Nylec, RN BSN PEL-CSN

Longfellow Certified School Nurse

8/16/2018