



Marshfield Public Schools

76 South River Street – Marshfield, MA 02050 ■ (781)834-5000 ■ FAX (781)834-5070
Colleen Gadles, BS, BSN, RN ■ Director of School Health Services

Dear Parents/Guardians,

To help ensure the safety of your child participating in the upcoming field trip, and to monitor the safe and appropriate use of prescription and over-the-counter medication during the trip, please note the following:

Parents/guardians will be required to sign a *Parent/Guardian Consent for Medication Self Administration* for use during the field trip. This is required for *both* over-the-counter and prescription medications. Over-the-counter medication must be in an unopened manufacturer's package with the student's name clearly printed on the packaging.

Prescription medication must be in the original, properly labeled container from the pharmacy. It must state the student's name, name of the medication as well as the dosage, route, and frequency of administration (daily, nightly, twice daily, etc.). A medication order must be completed by the prescribing doctor for this trip. The doctor can create their own order or fill out one provided by the nurse. EpiPens must be in their boxed packaging with a pharmacy label.

Only send enough of the medication as your child will require for the duration of the trip, plus one extra in case of loss or damage.

All medications **must** be delivered by the parent/guardian to the school nurse 48 hours *prior* to the trip departure date. We will not be able to accept delivery of medications on the *day* of a trip's departure. After review of *all* medications and required documentation, the medications will be given to the chaperones/accompanying teachers.

All medications must be delivered to the school nurse by the parent/guardian. We will not accept any medication from a student.

Unlabeled, unidentifiable or improperly labeled medication **cannot** be accepted. Please review safe medication management with your child prior to the trip departure. Remind them that medication should not be shared with anyone, regardless of circumstances. Also, please be aware that any medication found on a student that has not been reported prior to the trip, will be confiscated and will not be available for the duration of the trip.

Please feel free to contact me with any questions or concerns that you might have.

Sincerely,

Samantha Cherry MSN, BSN, RN and Amy McDonnell BSN, RN, NCSN

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