

**Lincoln Street School**  
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Mary P. Manin, RN, BS  
School Nurse

### HEALTH OFFICE MEDICATION NOTICE

The staff of your child's school realizes that students must be healthy to learn well. Sometimes, however, your child may need to take medications during school hours. We are here to assist your child with his/her medication, but because of New Hampshire State laws, we need your cooperation with the following policies:

1. All medication must be kept in the Health Office. Students are prohibited from taking medication at school without the School Nurse's knowledge. This includes Tylenol, cough drops and vitamins.
2. All medication must be in the original pharmacy container *with* labels. NO Tupperware and NO plastic bags please!
3. All medication must be labeled with the student's name and homeroom teacher.
4. All medication should be dropped off at the Health Office by the student's parent/guardian, and a 'Permission to Administer Medication' form will be filled out by the parent /guardian at that time. If you are not able to drop off the medication during school hours, medication with a signed note giving permission will be accepted; however, it is safer for our student population to have only adults in charge of the medication.
5. A sufficient supply of medication must be given to the Health Office for the entire time that the student is required to take it. Your pharmacist will prepare a 'School dose' container if you request it.
6. Medications will not be sent home in the afternoon. If an unavoidable circumstance arises and the medication needs to go home, a responsible adult will need to pick it up.

If you have any questions, please contact the Health Office at 603-775-8862. Thank you.