

WOODRUFF ELEMENTARY SCHOOL

915 Cross Anchor Highway

Woodruff, SC 29388

(864) 476-3123

www.spartanburg4.org/wes

Dream, Hope, Imagine

Dear Parent/Guardian,

The health and safety of our children are of primary importance to the administrators and faculty of Woodruff Elementary School. As a demonstration of this commitment, the following procedure has been approved for Student Medication at School. It is our expectation that this procedure will be easier for families to follow and will enable our staff to provide the safest and best possible health services. As in the past, we need your full support and cooperation.

Under our procedure, oral medication will be given or topical medication will be applied only when prescribed by a licensed physician. The medicine must be prescribed to be given at least four times a day or at a specific time of day in order to be given at school. Medicine prescribed three times a day or less needs to be given at home, before and after school hours. A parent or guardian must bring the medicine to school in the **original container and must complete a written permission form for the medicine to be given**. These forms are available in the health room. If you anticipate your child needing to take medicine at school, you may ask the pharmacist for two prescription bottles, one for home and one for school. **Over the counter medications will not be given at school unless prescribed by a physician** that will be given four times a day, or at a specific time of day.

If a student has a health condition that requires specific treatment, for example, asthma, severe allergies to insect stings, diabetes, or seizure activity, emergency medication will be administered as written by a physician. Please bring Epi-Pen injection kits, inhalers, or necessary emergency medications to the school to be used as necessary.

All medication must be brought to school and picked up by an adult.

Our students' health is important to us. Through a cooperative effort, we can ensure better health, improved attendance, and a higher level of academic achievement.

Sincerely,

Diane Lamb, RN
School Nurse
Woodruff Elementary School