



# GARFIELD SKILLS CENTER

10218 Arthur, Livonia, MI • 734-744-2810 (Phone) • 734-744-2811 (Fax)

Dear Parent/Guardian,

Before returning to school for the Fall on Monday, August 26th we need some forms filled out and returned back to our building. These forms need to be filled out if your student requires a health care plan or medication given daily or for emergency use.

If your student requires a health care plan at school then the health care plan form attached will need to be filled out. The health care form needs to be filled out and signed by a doctor and parent/guardian dated after June 6th, 2024. Please be sure that the health care plan is specific so that the plan can be followed correctly by staff. If your student requires an emergency medication or any other medication that would be taken during the school hours then the medication authorization form needs to be filled out and signed by a doctor after June 6th, 2024. **Medication authorization forms are required for any medications** given to students including prescription and over the counter medications.

Please return the health care forms to school by the first day of school which is Monday, August 26th, 2024. Health care forms are available on our school website if you need additional copies. You can bring the health care form and/or medication authorization into the building or scan it and email it to Laura Flavin @ [lflavin@livoniapublicschools.org](mailto:lflavin@livoniapublicschools.org). The actual medication needs to physically be brought in by a parent or guardian. Medications will not be accepted without the medication authorization form, Please see the attached letter for specifics about medication. You may bring forms and/or medicines into the office starting Tuesday, August 13th between the hours of 7:30am- 3:00pm during the week.

If you have any questions or concerns, please contact the office.

Thank you,  
Leah Clark  
Program Specialist