

Dear Parent/Guardian

May 20, 2025

Please pick up your students' medication (s) from the AMSA Health Office during the last week of school- these are half days and students will not receive their daily medications on these days. Please come to the lower school main office and ask that the Health Office be called for medication pick-up. A nurse will bring the medications to you and have you sign off indicating that medication(s) have been returned.

**Any medications left in the Health Office after June 13<sup>th</sup>, 2025, will be destroyed.**

If your student will be needing any medication for the next school year, please remember that orders must be written by a medical provider and dated after July 1, 2025.

1. Only one medication per form. Please copy more if needed.
2. Please review the AMSA Medication Administration Policy found in the student/parent handbook.
3. Action Plans (Allergy, Asthma, Seizure, Diabetes, POTS, Migraines) are not medical orders; we need separate orders for medication in addition to each student's Action Plan.
4. Please fill out the AMSA parental permission to carry form if it applies to your student- EpiPen's, Inhalers, Seizure rescue medication or Enzymes. These forms will be updated and on the AMSA Health office web page by early July.
5. Please bring the medication and the paperwork to the Health Office in the first week of school. Nurses will be in the Health Office starting Aug. 20, 2025. Please call before you arrive in case we are in meetings. **NO STUDENT IS ALLOWED TO CARRY/DROP OFF ANY MEDICATIONS TO SCHOOL- INCLUDING OVER THE COUNTER MEDICATIONS.**

**\*\*\*\*All EpiPens and Inhalers must be in the Health Office and paperwork completed before a student will be allowed on a Field trip.**

**\*\*\*\*For 11<sup>th</sup> grade (class of 2027) going on the Washington D.C. Field trip in October.** We will need separate medication order form(s) and a plan for the trip. We will only take a 4 day/3night supply of medications. There will be an email in early Sept. with more specifics and the forms will be updated on the Health Office web page.

**\*\*\*Seniors (class of 2026) next year, this class goes on an early Senior Picnic within the first 2 weeks of school.** If EpiPens, Inhalers and rescue medications have not been dropped off to the Health Office along with medical orders and Allergy/Asthma/Seizure/Diabetes Action Plans, and Parent Permission paperwork the student will not be able to attend.