Dear Liberty Families,

The Health Office would like to encourage you well in advance to begin gathering your child's medications and associated forms for Spartan Week. We have found that the requirement to get a doctor's signature for **ALL** medication, including over-the-counter medication, necessitates advance planning. Here are key dates to keep in mind:

- ❖ Spartan Week is Wednesday September 16th, 2026 thru Friday September 18th, 2026
- ❖ All Medications need to be turned into the health office by Friday September 4th , 2026
- ❖ All physician paperwork must be dated July 1, 2026 or later

For all medication, whether prescription or over the counter (i.e. ibuprofen, cough drops, Dramamine…), the following procedure is in place for the safety of your children so please read carefully:

- Each medication must come in its original container labeled with its expiration date and with your child's name.
- Each medication must come with its specific "Authorization and Release" form that has been signed and dated **by a doctor and parent/guardian**. **All paperwork must be dated July 1st or later.**
- Place each medication and its "Authorization and Release" form in its own gallon-sized Ziploc bag.
- If expanded information is needed regarding your child's condition, please complete and submit a "Health Care Action Plan" found here: https://www.libertycommon.org/quick-links/health-services
- All Spartan Week medications and associated forms must be delivered to the health office by an **adult** by **September 4th** (do not allow your child to deliver any medication).
- All student medication normally kept at school during the 2026/2027 school year, as well as all Spartan Week specific medications will be sent to camp under the care of a staff member.
- When picking up students after Spartan Week, an **adult must retrieve all Spartan Week specific medicine from a staff member**, whereas all medication normally kept at school during the 2026/2027 school year will be returned to the health office by a staff member.

NO medication/forms will be accepted after September 4, 2026. Please note that we are not legally authorized to administer any medication that has not been provided by a student's guardian with the appropriate paperwork. If your student has a specific health concern that requires further discussion, please reach out to Mrs. Dybzinski: ndybzinski@libertycommon.org. An "Authorization and Release" form is attached for convenience and it can also be accessed via the school's website: https://www.libertycommon.org/quick-links/health-services

Sincerely,

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