



## Weymouth Public Schools Health Services

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Dear Parent/Guardian, Please carefully read the following procedure (which is consistent with Massachusetts law 105 CMR 210.000) that must be followed for the administration of medication to students who take part in overnight field trips sponsored by the Weymouth Public Schools:

1. ***\*Please send only essential medications on the field trip.\****

2. If your child must take daily medication during the field trip: • Please complete the attached “Medication Administration Form for Overnight Field Trip” form and include all medications that your child will take on the trip. **We will accept only those forms that are fully completed and signed by you and accompanied by a doctor’s order. This applies for OTC meds as well.** • **Please bring medication into the school nurse in the original container labeled with the child’s name and name of the medication.** • Please be sure that you have noted any possible side effects of medication on the attached “Medication Administration Form for Overnight Field Trip” form. Only bring enough meds for days of field trip.

3. All medications must be received by the school **BEFORE** the date of the field trip departure date and no later than \_\_\_\_\_. **Medication must be brought into the school nurse by the parent.**

4. During the trip, a designated staff person will carry all medications (except for inhalers approved for self administration as noted in #6 below). Your child will need to come to the staff person at the scheduled time, take one dose of the medication that you provided and labeled, and self-administer the dose.

5. For regularly scheduled medications, the staff person will make every reasonable effort to remind your child when it is time to take his/her own medication. However, it is very important that you make sure that your child understands and complies with this procedure.

6. If your child usually carries an inhaler for asthma or an EpiPen for allergies, be sure that it is up to date and that it contains enough medication to cover the time she/he is on the trip. Your child may keep all inhaled medications or Epi Pen on her/his person if developmentally appropriate and if both you and the healthcare provider have given written consent on the “Medication Administration Form for Overnight Field Trip” form.

7.. Consistent with 105 CMR 210.000, the school nurse retains the authority to determine if a student is capable of self-administering medications and as appropriate, will develop a medication administration plan which includes the specific elements necessary to ensure the safety of all students.

