



**Christopher Clouet, Ed.D.**  
Superintendent of Schools

## SHELTON BOARD OF EDUCATION

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Dear Parent/Guardian:

The Shelton Board of Education's School Medication Policy conforms to state laws regarding disbursement of medication to students during school hours.

All medications administered in school must be:

- Brought to school by parent or responsible adult
- In original pharmacy container with name of student, doctor-, name of medication and dosage
- Given to school nurse or in her-absence, an administrator or teacher
- Accompanied by a signed authorization from physician and parent/guardian with time to be taken, reason and duration

Aspirin, Tylenol or any over the counter medications must follow the same rules, except the container must be a new unopened one.

No more than a 45-day supply of any medication will be accepted. Any discontinued medication must be picked up by a parent or responsible adult, promptly, as well as any unused medication by the end of the school year or it will be destroyed after one week.

All conditions must be met in order to insure the safety and well-being of your child.

You can, of course, come to school and administer the medication yourself.

Thank you for your cooperation.

Sincerely,

Dr. Christopher Clouet

Superintendent