

Medication Not Administered

Parent Notification Form

Date _____

To the Parents of _____,

The medication that was sent with your child to school today was unable to be administered. Please read the policy that was provided you at the beginning of the school year regarding administration of medication. All medications are administered according to this policy. The administration of the medicine was not possible for the following reason(s):

_____ It was not in the original container.

_____ A name other than your child was on the label.

_____ The medication was not accompanied by a doctor's note.

_____ There was no indication of a specific time that the medication was to be given.

_____ The prescription is not current (outdated).

_____ Non-prescription medication cannot be given without written order from a physician.

_____ Your child is out of medication.

_____ Other: _____

For children who absolutely must have medication at school, we are happy to be of assistance. We always appreciate it if the medications can be given at home, but we know that this is not always possible. When we give medication at school, it must be given within the policy of the Texas Conference.

Thank you for your cooperation,