

NCA Summer Program

A Ministry of Northshore Christian Church and Academy

5700 – 23rd Drive West ~ Everett ~ WA ~ 98203

Phone: (425) 407-1119 Fax: (425) 322-2386 www.northshorechristianschools.org

IMPORTANT HEALTH INFORMATION

STUDENT ALLERGY/MEDICAL ACTION PLAN

&

OVER-THE-COUNTER AND PRESCRIPTION MEDICINE GUIDELINES FOR THE SUMMER PROGRAM DISTRIBUTION

Dear Summer Program Parent/Guardian,

During the course of the summer, your child may need special medical attention/consideration due to an allergy or medical condition or may need to take medication at school. The **"Medical Action Plan"** and **"Authorization for Medication"** forms must be on file for your child's safety during an emergency or for authorization to take any kind of medicines at school.

If your child has a medical condition/allergy, please complete the **Medical Action Plan** and return it to the Summer Program office.

Washington State law forbids the Summer Program to administer any medications without the "Authorization for Medication".

No medication, OVER-THE-COUNTER or PRESCRIPTION, should be sent in the child's lunch, backpack or pocket. This includes aspirin, Tylenol, cough remedies, decongestants, antihistamines, lotions or lip balm. It is very handy to keep a copy of this form in your car glove compartment in case you do visit your child's physician and medication is recommended or prescribed. This saves you time in having to return to the doctor's office to have the form completed.

Please carefully read the following procedure for supplying medications administered at camp:

1. The **"Authorization for Medication"** form must be completed and accompany all medications administered to students. Please note that the form includes the child's physician signature as well as a parent/guardian signature.
2. **ALL MEDICATIONS** must be in the ORIGINAL CONTAINER labeled with the child's name, medication name, appropriate age dosage and time of administration.
3. **CHANGES IN PRESCRIPTION:** The student's parent/guardian will be responsible for providing the Summer Program with changes in prescriptions and/or medicine.
4. **LIMIT QUANTITY:** All medications should be limited to no more than one month (30 days) supply.

Thank you for your attention and cooperation regarding this important safety/health issue for your child. Please call me if you have any questions or concerns.

Sincerely,

Sarah DuCette
Summer Program Director