



Dear CCA Parent/Guardian:

During the school year, some students may experience respiratory symptoms (reactive airway) or asthmatic exacerbations requiring prescribed inhalers.

Each student requiring an inhaled medication in the school will need the forms listed below completed and returned to the school **prior to or on the first day of school**** along with the prescribed medication:

1. The ***Massachusetts Asthma Action Plan or a facsimile provided by your physician's office*** needs to be filled out by and signed by the student's physician and parents. Please read and sign both sides of this form. **If your doctor's office can fax an Asthma Action Plan directly to us, our fax number is 978-535-7123, attention School Nurse.**
2. The ***Self Administration of Medications Form for Parent and Student***

Parents of newly enrolled students with asthma must meet with the nurse at the beginning of the school year. Please contact our office to make an appointment.

Parents of returning students with asthma will be contacted by phone for an update.

***** In an effort to provide for the safety and well being of all our students, CCA administration reserves the right to not allow school attendance if required medical paperwork and necessary medications are not submitted according to established deadline dates.***

Inhalers are kept in the nurses' office between the hours of 9:00 and 1:30 and in the front office for the remaining hours of the school day unless your child is self carrying their inhaler. Self-carry of respiratory inhalers as well as other medications is addressed on the Self Administration of Medications Form for Parent and Student.

Inhalers must be delivered to school by a parent in its original, pharmacy container/packaging labeled with your child's name. If your student has an aero chamber (spacer) prescribed as well, please provide one to the school.

We thank you for your attention to these matters and look forward to working with you and your children this year. If you have any questions or concerns, please don't hesitate to contact us. God bless your family!

Sincerely,

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