



Dear Parent/Guardian:

To ensure the health and safety of children with allergies that require the administration of epinephrine in an emergency situation, we must have the following **prior to or on the first day of school.****

- **Allergy Action Plan /Medication Order:** To be filled out by your child's Primary Care Physician or Allergist
- **Parental Consent:** To be filled out by the parent/guardian
- **Self Administration of Medications Form for Parent and Student**
- **2 (two) Epinephrine injectors**
- **Antihistamine (if ordered by your child's physician)**

Parents of newly enrolled students with life threatening allergy 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 life threatening allergy 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.**

One of the epinephrine injectors is 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. The other is either kept by the classroom teacher in the classroom or is self-carried. Self-carry of epinephrine injectors as well as all other medications is addressed on the Self Administration of Medications Form for Parent and Student.

Epinephrine injectors and antihistamine must be delivered to school by a parent in its original, pharmacy container/packaging labeled with your child's name. I

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,

Alice Shea, RN

Kathy Roy, RN

Covenant Christian Academy

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