

August 30, 2016

Dear Parents/Guardians,

It is with pleasure and enthusiasm that I begin working in the health office here at Miles River Health Office. I bring to the position many years of experience in the profession of nursing as well as years of experience as a parent of my own children who are students in our District.

The role of the school nurse is to address acute illnesses and injuries, provide care throughout the day for students with chronic illnesses, perform health screenings, and to provide health education and support. We undertake all these activities in the effort to support children's learning and overall well-being. **If your child has a chronic condition and will need care during the school day, please contact me as soon as possible** to set up a time to discuss your child's needs.

If you have a child who will require medication during the school day, you will need to be aware of the policies that have been put in place to ensure the health and safety of children needing medication during the school day. The following forms must be on file in your child's health record **before** we begin to give any medication at school all of which can be found at:

<http://www.hwschools.net/page.cfm?p=1762>

Medication should be delivered to the school in a pharmacy or manufacturer-labeled container by you or a responsible adult whom you designate. Do not send the medication with your child. Please ask your pharmacy to provide separate bottles for school and home. No more than a thirty day supply of the medication should be delivered to the school.

If you have a child who has an allergy requiring an Epi-pen, or asthma requiring medication during the school day, please complete and return the **Emergency Action Plan** and the Asthma forms which can be found again at <http://www.hwschools.net/page.cfm?p=1762>

I am so happy to be working here with your children and the staff of Miles River. Please contact me when I can be of any assistance.

Sincerely,

Maribeth Ting, MSN, RN
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