

School Health Services Community Unit School District 303



Dear Parents/Guardians,

As we approach the end of the school year here are a few reminders. PLEASE READ

All students who currently have medications at school must have a guardian pick up the medication on 5/28 or 5/29 by the end of the day. A nurse will be in the building from 07:50-03:00 on Tuesday and Wednesday 5/28 & 5/29. **If you need to pick up medication on the last day of school 5/30, an appointment is required to be made with the Health Office between 08:15 -10:45 am and 12:45 -02:00pm. After 02:00 pm all meds will be disposed of. We are not responsible for medications that are not picked up from school. We cannot store medications over the summer.**

If you would like your child to have access to their medication in the upcoming school year, you and your primary care provider must fill out a new medication form. Medication authorization forms, Life-Threatening allergy forms, and Asthma Action Plan forms are available on the D303 Website. Please click on this [link](#) to be taken directly to Health Services Forms.

Forms can be emailed directly to wendy.plach@d303.org

For appointments call 331-228-2604

Thank you,

Wendy Plach, RN, BS

Anne McCann, RN, Health Services Department Chair