

August 2012

Dear parents of rising 5<sup>th</sup> grade students,

There will be a nurse accompanying the students to High Harbour on the 2012-2013 5<sup>th</sup> Grade Retreat. She will dispense prescription/non-prescription medications and administer basic first aid. Carefully read and complete the attached **Medical Information and Release Form**. If your child will be taking any prescription or non-prescription medications (including inhalers and EpiPens), the back side of the form must be completed as well. Per school policy, the nurse must administer all medication to students. Please carefully consider which medications your student will need and send only the amount that will be necessary for the retreat. All medications need to be turned in to the MS/HS Infirmary before the departure date (8-29-12). **The drop off dates for medication are 8/22/12, 8/23/12, 8/24/12 from 8 a.m. – 3:00 p.m.** Please bring all medication to the MS/HS Infirmary in the original packaging or pharmacy container/bottle. It is very busy the morning of the departure, we prefer to have all medication in our possession before departure. Please make every effort to get everything turned in timely.

Due to the logistics of the retreat area and the number of students, the nurse will be stationed at a central location in the cafeteria during mealtimes to dispense medications. **It is the responsibility of the student to seek out the nurse to obtain his/her prescription medications.** The nurse will only dispense medications approved by you. All medications must be correctly labeled in a pharmacy bottle. Please note: pills in plastic bags, envelopes, or mislabeled bottles will not be accepted or dispensed by the nurse.

It is extremely important that you notify us if your student has a **severe allergic condition.** **Students who need inhalers or EpiPens will carry them on their person at all times during the retreat.** Please feel free to contact the MS/HS Infirmary with any questions or concerns at 678-223-2259 or by e-mail: [wmchugh@wesleyanschool.org](mailto:wmchugh@wesleyanschool.org).

If you have concerns about your child's health before trip departure, please let the nurse know. We will be following the 24 hour rule and ask that your child be fever-free without fever-reducing medicine for 24 hours before leaving for this trip. Please refer to the Family Handbook on-line for further information.

Thank you for your cooperation,

Wendi McHugh, R.N.  
MS/HS Wesleyan School Infirmary  
Wesleyan Health Services