

St. Francis Xavier School  
234 Pleasant St  
South Weymouth, MA 02190  
781-335-6868

June 15, 2009

Re: Medications and authorization forms

Dear Parents,

In order to administer any medication at school the State of Massachusetts requires that the school have a physician order on file in the school building. This applies to both prescription and non-prescription medication.

Please have the enclosed form completed by your child's physician and return it to school along with the medication. If the healthcare provider uses their own form, that is also acceptable. Parents should complete the parent authorization portion.

All prescription medications should have pharmacy labels stating the student's name, date of the order, instructions, and expiration date. All over the counter medications should have the student's name on the packaging and instructions for use.

**The forms and medications must be renewed each year. Please return the forms and medications to school on the first day of school in September.**

If you have any questions, please feel free to contact the school. Have a fun, safe, and healthy summer!

Elisabeth Stieb RN  
Sr. Teresa Vesey, C.S.J. Principal