

September 4, 2018

Dear Parents/Guardians:

Northwest School Division is currently updating our procedures and policies regarding **Administering Medication & Medical Treatment to Students and Students with Severe (Anaphylactic) Allergies**.

The Division recognizes it may be necessary to administer medication and other health-related services to students who suffer from chronic or long-term health issues. In order to appropriately accommodate, to a reasonable extent, those students who require health and personal care practices while at school, we are requesting that all parents/guardians of children with chronic or long-term health issues and/or severe allergies kindly complete the attached **“Administration of Prescribed Medication and/or Medical Procedures”** form and return to your Principal as soon as possible. Following this request, a form letter(s) will be provided to you by the school. Please note that these letters will need to be completed by a medical doctor to accompany your request to administer medication and/or medical procedures while your child is at school. This information will help inform the school, be used to create a Health Services plan, and ensure our records are up to date, thereby reducing any delays in reacting appropriately when required.

If you have any questions, please contact Jennifer Williamson at 306-236-5614.

Sincerely,



Jennifer Williamson

Superintendent of Student Services

Northwest School Division #203