



Student



Health
Services



Date

Dear Parent/Guardian:

As the end of the year approaches, I am writing to remind you that your child has medication in the school health clinic. **Please come in to pick up the medication no later than June 10th, 2016, by 5:00 p.m.** *My office hours are Monday through Friday from 7:45 a.m. until 1 p.m. and then again from 2 p.m. until 5:15 p.m.* You must be present to pick up the medication; your child can not bring the medication home with them. **If the medication is not picked up by this date and time, it will be disposed of according to district policy.**

Please Note: All Emergency Medications, such as, Inhalers and Epi-Pens, must remain in the Office until the Date and Time printed above.

If you have any questions or concerns, please feel free to call the clinic at 574-299-9800 to talk to the school nurse. It has been a pleasure taking care of your child this school year and thank you for your continued cooperation.

Sincerely,