



ST. MARY'S INTERNATIONAL SCHOOL

1-6-19 Seta, Setagaya-ku, Tokyo 158-8668

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Dear Parents:

We have officially entered cold and flu season. Unfortunately this means that students are often taking medications to help treat or recover from illnesses. Whenever possible, please administer all medications at home. However, there may be times when it is necessary for your son to take medications while at school.

If this is the situation, please administer the first dose at home. This helps prevent any possible allergic reactions from occurring at school. Then bring or have your son bring the medication to the Nurse's Office with the following information:

- Student's Name
- Name of Medication / dosage and purpose of the medication
- Time and Date to be administered
- Contact phone number in case of emergency

Thank you very much for you cooperation in this matter. If you have any questions or concerns, please feel free to call me.

Jennifer McCoy
School Nurse

Detach and send with medications - Please Print

Student's Name: _____ **Grade/Class:** _____

Start Date	Stop Date	Administration Time	Medication Name	Medication Dosage	Reason for medication

Contact phone number in case of emergency / questions: _____

Parent Signature: _____ **Date:** _____