

Dear Parent/Guardian,

Enclosed you will find several medical forms that need your careful attention. First, **The Taft School Student Physical Examination** and **Health and Medical Records History** are **required** and need to be on file in the school health center by July 1st. Please contact your child's physician now to schedule an appointment to insure a timely check-up. Please inform your physician that the test for tuberculosis is **required** and that in accordance with Connecticut state law the immunization dates must be complete including both the month and the year in the series. If your child wears glasses please include a copy of the prescription. If contact lenses are worn, the student should also have a pair of glasses at school for use in emergencies.

The **Medical, Dental, and Psychiatric Consent** form is also **required**. Please note that your child cannot participate in any Taft sponsored activities, including, but not limited to classes and sports, until both the physical exam (including the Health and Medical Records History) and consent forms are received and reviewed by the school health center staff.

Authorization from Physician/Dentist for the Administration of Medicines by School Personnel - It is imperative that any student, who is on medication or in need of continuing medical treatment, file medical authorization forms and instructions for treatment at the health center at the beginning of the school year, or upon the institution of therapy. Please bring this form with you to your child's doctor's appointment. The physician only needs to fill this out if your child will be taking prescription medication while at Taft. Your child will need a separate form for each medication he/she takes, so make copies of this form as necessary. If your child will be taking any controlled medications, we recommend that you review our school policy on medication compliance. It is available upon request. **All prescription medications should be in their original, appropriately labeled pharmacy containers and brought or mailed directly to the school health center by the parent/guardian. Controlled medications should be packaged in blister packs (ask your pharmacist) and limited to a 1 month supply.** Students may **NOT** keep medications in their rooms.

The final form is **The Health Complex Pharmacy** form which is filed for your convenience in the event your child needs prescription medication ordered while at school. Please notify us of any changes in your insurance coverage.

Please also include a copy of both sides of your medical insurance card. The Taft School is concerned that all students have adequate health insurance coverage and therefore requires that students confirm their coverage under their existing plan of insurance or, if they do not have any existing insurance, obtain such coverage. One such plan is available through Ace American Insurance Company at www.isminc.com or telephone (302)656-4944.

All of these forms are available online at www.taftschool.org/parents/healthcenter if you should misplace them or need to print extra copies. Thank you for completing the forms and returning them to us in a timely fashion. Do not hesitate to call if you have any questions.

Sincerely,

Lisa Keys, PA-C, Director of Health Services