

Dear Parent/Guardian:

According to our school records, your child has asthma. In order to provide the best possible school asthma management for your child, we are requesting your assistance with the following:

- Complete Asthma Emergency Action Plan and return to the school. The Asthma Emergency Action Plan is to be filled out completed and signed by you and your child's healthcare provider.
- Meet with the school nurse and/or school administrator and teacher – before school entry and as needed – to explain your child's condition, medication, devices and asthma triggers.
- Submit the Authorization for Student Possession and Use of an Asthma Inhaler if applicable. This form is to be completed and signed by you and your child's healthcare provider. Please properly label your child's supplies and personally bring them to school. **All prescription medications must have pharmacy label.**
- Meet with teachers to set a plan for addressing school-work during absences.
- Prepare your child. Discuss and rehearse the medication plan and how to handle symptoms, triggers, food restrictions and school policies.
- Keep the school staff up to date on any changes in your child's Asthma Emergency Action Plan.
- Keep your child's healthcare provider up to date on appropriateness of school services and supports.
- Participate in advisory committees to support and improve comprehensive school health services and programs.

Thank you, and please contact me or your building nurse with any questions.

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