

**CLEMENTON ELEMENTARY SCHOOL
4 AUDUBON AVENUE
CLEMENTON, NJ 08021
PHONE: (856) 783-2300 / FAX: (856) 783-8929**

Dear Parent/Guardian:

All students are required to have a medical examination form filled out by a family physician. You have 30 days to have the form completed and returned to the school. If you are unable to get a doctor's appointment during the 30-day period, you must provide proof of a scheduled appointment. For incoming Pre-school and Kindergarten students, your child must have the medical form completed and returned before the first day of school or provide proof of an upcoming appointment.

If your child needs to **receive medication** at school, you and your doctor need to fill out an Authorization for Administration of Medication in School form. If your child has **Asthma**, you and your doctor need to fill out an Asthma Treatment Plan as well as an Administration of Medication in School form.

You can return all completed applicable forms in person, by mail, or your doctor can fax to 856-783-8929.

If you have any questions, please contact the school at 783-2300. Thank you in advance for your cooperation with this important matter.

Sincerely,

Mary Beth Hernandez

School Nurse

Attachments:

- Medical Examination Form (**all new incoming students must have this form completed**)
- Authorization for Administration of Medication in School Form (**complete if applicable**)
- Asthma Treatment Plan (**complete if applicable**)