

**Queen of Peace School  
2550 Millville Avenue  
Hamilton, Ohio 45013  
(513)-863-8705**

October 7, 2013

Dear Parents:

The Ohio Law (O.R.C. 3313.713) and the Archdiocese Medication Policy state that any medication to be given to a student during school hours requires written permission of both the physician and the parents for the administration of medication to children by school personnel. This includes over the counter medication such as acetaminophen (Tylenol) and ibuprofen (Motrin or Advil). Students are not permitted to carry any medication to or from school, it must be delivered to the school office by a parent or guardian.

These required documents are due in the school office by **Friday, October 11, 2013**. Your physician may fax the Physician's Request of Signature Form to us at (513) 863-4310.

Thank you for your attention to this matter. If you have any questions, please contact the school office.

Sincerely,

Kim Bley  
School Nurse

ENC: Parents Request for Admin of Medication Form  
Physician's Request for Admin. Of Medication Form

KB/MAE