



**Del Rey Christian
Children's Center**

a ministry of...



October 26, 2007

Resent: December 3, 2007

Del Rey Parents,

Due to the recent recalls on children's medications, we at DRCCC have changed our medication policy.

We will no longer be administering over the counter medications without a doctor's note. The doctor's note must include the name of the medication, the dose to be administered and the reason why the medication has been prescribed.

Medications must be in its original package with instructions.

Please note: parents must fill out a Medication Request Form for each child. Please see your child's teacher for a form.

We thank you in advance for your cooperation.

Sincerely,

Cristina Aceves
Preschool Director

I _____, parent of _____; have read DRCCC's new medication policy. I understand that DRCCC staff will not administer any medications to my child without a doctor's note. The doctor's note must include the name of the medication, the dose to be administered and the reason for the medication is being administered. I understand that all medications must be in its original package.

Parent's signature

Date