



HOLY TRINITY SCHOOL



Westfield Campus Kindergarten to Grade 8
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Mountainside Campus ~ Age 2 to Kindergarten
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Dear Parents or Guardians:

The New Jersey State Legislature has made revisions to the statute governing the emergency administration of epinephrine (N.J.S.A. 18A:40-12.3 through 12.6). The purpose of this letter is to make you aware of these changes and to inform you of the medication administration policy at Holy Trinity School.

You have indicated that your child has an allergy that may require the use of an antihistamine and/or auto-injectable epinephrine in the event of an allergic/anaphylactic reaction at school.

The medication administration policy is as follows:

No medication will be administered to pupils in school except by the school nurse, another registered nurse or the pupil's parent or legal guardian acting on a written order from the pupil's private physician or the school medical inspector. Pupils with asthma or other potentially life threatening illness or allergy may "self-administer" medication when proper permission has been granted.

When a pupil attends a school sponsored event at which medication may be required (such as a field trip or athletic competition) and the school nurse cannot be in attendance, the pupil's parent or legal guardian will be invited to attend. If neither the school nurse nor the parent or legal guardian can attend and the pupil does not have permission to "self-administer" medication and there is a risk that the pupil may suffer significant injury from lack of medication, the pupil may be excused from the event.

This policy applies to epinephrine administration unless a trained delegate can be assigned to take responsibility for the administration of the epinephrine. Holy Trinity has delegates, on both campuses, who have been trained in the emergency administration of auto-injectable epinephrine. **This statute (N.J.S.A. 18A:40-12.3 - 12.6) only authorizes the delegation of auto-injectable epinephrine and does not include the delegation of antihistamines. Therefore, trained delegates CANNOT give antihistamines even if directed by physicians or parents to do so.**

Please be advised that the school nurse does not accompany students on field trips and divides her hours between the Westfield and Mountainside campuses, with the majority of her time spent in Westfield. Therefore, if there is no trained delegate available for a field trip and the child cannot "self-administer" their medication, the parent/guardian will need to accompany their child in order to provide emergency medication(s) if the need arises.

Attached please find the school policy on administration of epinephrine, an authorization to administer epinephrine, a delegate choice letter and emergency contact form. Please read, sign and return these forms to school in as soon as possible.

Thank you for your cooperation.

Sr. Maureen Fichner
Principal

