



**Windham Ashland Jewett**  
CENTRAL SCHOOL DISTRICT

John Wiktorko  
Superintendent  
Tammy Hebert  
Assistant Superintendent

5411 Main Street, PO Box 429, Windham, NY 12496  
518-734-3400 ext. 1130 FAX 518-734-4627

David Donner  
Building Principal  
Michelle Mattice  
Business Official/Treasurer

May 31, 2018

Last September, I sent out a letter to parents stating that NYS Education Law requires all prescription and over the counter medications to have a **physician order AND written parent permission** for all over the counter medications to be administered at school. This includes medications such as cortisone, cough drops Benadryl, Tylenol, etc.

Sunscreen is considered an over the counter medication. The state made adjustments to the law, requiring written parent permission only. If you wish to have sunscreen applied at school or school events, please sign the permission slip below. Please also send sunscreen to school with your child and it will be labeled with your child's name and kept in the nurse's office. Additionally, some teachers have requested parents apply the sunscreen in the morning prior to coming to school.

If you have any questions or concerns, please feel free to contact me at [ggonzalez@wajcs.org](mailto:ggonzalez@wajcs.org) or by calling 518-734-3400 ext. 1131.

Sincerely,

  
Gabrielle Gonzalez,  
RN

I \_\_\_\_\_ give permission for my child \_\_\_\_\_  
Print Parent/Guardian Name Child(rens) Name

to have sunscreen applied at school and school sponsored events.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature