

A Parent's Guide to Saint Michael School Health Program

Dear Parents/guardians:

Saint Michael School is committed to the health and well being of the entire student body and staff, and participates with the Commonwealth of Massachusetts' Comprehensive School Health Program. The goal of this program is to promote a healthful environment, provide assessment of minor illness, administer first aid for minor injuries, prevent the spread of disease, and provide recommended screening programs. In order to accomplish this, we have a school physician and full-time nurse. Again this year, we are very grateful to have Dr. Kenneth Chan from Andover Pediatrics as our physician. The school physician serves as a consultant and resource to the Registered Nurse. For those parents who have Dr. Chan as their child's primary care physician, please be assured that his role at Saint Michael School does not affect his practice in any way. The school nurse is present in your child's school to be a liaison between home and school regarding health concerns and to serve as a health resource to you and your child. The school nurse completes state mandated screenings and provides nursing care and first aid for accidents, illnesses and other medical situations. The school nurse is also there to assist in promoting good health and in maintaining a healthy, safe environment for staff and students. This sheet provides you with information that will enable us to work together to achieve this goal. Please save this guide to use as a reference throughout the school year.

It is a pleasure getting to know and help take care of your children. Please be assured that all matters within the health office are considered confidential. I welcome any suggestions or concerns you may have about the well being of your child/Saint Michael Community. Please do not hesitate to contact me with any questions you may have. Thank you for your cooperation and support of our school health program.

Best regards and stay healthy, Linda Sullivan, RN, BSN, NCSN., Saint Michael School Nurse

EMERGENCY AND HEALTH INFORMATION CARDS

Please complete your child's card and return it to school immediately. Update this information as needed throughout the school year. In the event of the need for medical transport, every attempt will be made to send a copy of this card. Remember, **in the event of an accident or illness, the school must be able to reach you or another person who will assume responsibility for your child.**

HEALTH EMERGENCIES

Please notify and update every school year the school nurse of any condition that your child has which might precipitate an emergency situation (e.g. allergic reactions to food, insect venom or medications; asthma; diabetes; seizures) so that plans can be developed to meet your child's educational, health and safety needs.

MAINTAINING CURRENT HEALTH RECORDS

To best meet your child's health needs and to keep his/her records up to date; please notify the nurse of any change in health status, medications, immunizations, medical regimes, etc. as occurs.

PHYSICAL EXAMINATION REQUIREMENTS

School Entrance: All students must have a physician verified physical exam completed within 1 year and submitted to the administration office or health office before admission to our school.

Subsequent Physical Exams: It is recommended that you submit a copy of your child's updated physical examination and health status every few years, suggest 1, 3, 5, & 7. If an updated exam has not been submitted by grade 5, a *Subsequent Physical Exam* form will be sent home for you to have completed by your child's physician and returned to the health office for our records. All forms are available on the SMS website.

HEALTH INSURANCE

If your child does not have health insurance, Massachusetts has health insurance plans that will provide uninsured children with affordable health care (restrictions may apply). Please contact your child's school nurse for more information.

IMMUNIZATION & LAB RESULTS REQUIREMENTS

School Immunization Law, Chapter 76, Section 15 of the General Laws of the State of Massachusetts requires that all immunizations must be up to date for children to attend school according to the Massachusetts Department of Public Health regulations. Massachusetts General Law allows for the school to exclude children from school whose immunizations are not up to date. Please note:

- Immunization and lab testing dates must be **physician** verified.
- All records must be provided in English.
- Physician documented updates should be submitted whenever your child receives additional immunizations.

Nursery and Pre-kindergarten Requirements:

4 DTaP/DTP 3 Polio 3 Hepatitis B
1 MMR or 1 Measles/1 Mumps/1 Rubella
1 dose Varicella/physician documented case of chickenpox
Lead screening results, TB results and/or risk status

Kindergarten Requirements:

5 DTaP/DTP 4 Polio 3 Hepatitis B
2 MMR or 2 Measles/1 Mumps/1 Rubella
1 dose Varicella/physician documented case of chickenpox
Lead screening results, TB results and/or risk status

Grade 1-6 Requirements:

≥4 DTaP/DTP or ≥3 doses Td ≥3 Polio
3 Hepatitis B
2 MMR or 2 Measles/1 Mumps/1 Rubella
1 dose Varicella/physician documented case of chickenpox
Lead screening results, TB results and/or risk status

Grade 7- 8 Requirements:

≥ 4 DTaP/DTP or ≥3 doses Td; **plus** 1 Td booster
≥ 3 Polio 3 Hepatitis B
2 MMR or 2 Measles/1 Mumps/1 Rubella
≤ 13 yrs. 1 dose Varicella or physician documented case of chickenpox, ≥ 13 yrs. 2 doses Varicella if not received any or physician documented case of chickenpox
Lead screening results, TB results and/or risk status

MEDICATION POLICIES

If it is possible to achieve the medical regimen at home, medications (both prescription and over-the-counter) should not be taken during school hours. For example, medication to be taken three times a day can be given before school, after school and at bedtime.

If medications must be taken during the school day, please contact the school nurse or visit the SMS web site for the appropriate forms.

A PHYSICIAN'S ORDER IS REQUIRED EVERY SCHOOL YEAR FOR ALL PRESCRIPTION AND NON-PRESCRIPTION MEDICATIONS.

To insure your child's safety, all medications are to be delivered to school:

- In a pharmacy/manufacturer's container. If a prescription, ask the pharmacy to provide separate bottles for school/home.
- By the parent/guardian or designated adult, **never with the child.** Please bring to health office or you may leave with our receptionist, Mrs. Donahue, if all information on both forms is complete.

***Please note, no medications will be administered that arrive in plastic bags or envelopes.

***No noontime medications are given on curriculum days unless specified by parent otherwise.

LONG TERM MEDICATIONS

Medications which must be taken during the school hours, on a long term basis, **require** the following form, **AUTHORIZATION FOR UTILIZATION OF MEDICATION AND RELEASE FORM** to be on file in the school health office before any medication can be administered at school.

SHORT TERM MEDICATIONS

Medications that must be taken during school hours on a short-term basis require the same form. A prescription label will suffice as the doctor's permission to give over a short-term basis.

PRN (As needed) MEDICATIONS

Our school physician, Dr. Kenneth Chan, M.D. has allowed certain over the counter medications to be administered per protocol. Please see the attached *Medication Standing Orders* sheet and sign your Emergency and Health Card for permission for your child to receive medications per protocol.

MEDICATION RETRIEVAL

Parents/guardians may retrieve their medications/supplies from the school at any time. Any and all medications/supplies must be picked up by the parent/guardian by the end of the school year. Any medications/supplies not retrieved by this time will be discarded.

ILLNESSES

In order to provide the healthiest school environment possible, please do not send your child to school when symptoms of illness are present. According to guidelines set by the American Academy of Pediatrics and our school physician, no child will be allowed to remain in school if any of the following conditions are present: temperature >100 degrees, persistent cough, head lice, undiagnosed/ untreated skin rash or communicable disease, vomiting/diarrhea, neurological changes, severe pain or disabling injury.

Please notify the school nurse within 24 hours if your child contracts any contagious disease, including but not limited to: strep throat, conjunctivitis, head lice, impetigo, fifth's disease, chicken pox, measles, whooping cough, mononucleosis, scabies, mumps, tuberculosis, and scarlet fever.

POST-ILLNESS SCHOOL ATTENDANCE GUIDELINES

Children must be fever free without medication and symptom free (vomiting, diarrhea) for 24 hours before returning to school. According to school policy, before a child can return to school, strep throat, impetigo and conjunctivitis require 24 hours of medication. In the case of chicken pox all lesions must be scabbed over before the child can return to school (5-7 days).

Head Lice: Prevention is the key to controlling this pesky problem. Please inspect your child's hair frequently and call the school nurse if you have any questions. Children must be treated, nit free and checked by the school nurse before being readmitted to school.

FOOD POLICY INFORMATION

In order to protect the health and safety of our students with food allergies, **no peanut-butter or products with peanut butter are allowed** in the school. We also ask that you refrain from sending your child into school with any foods which may contain nuts. In addition, NO food/snacks are allowed to be brought into the school for other students' consumption without the permission of the classroom teacher/administration.

SCREENING PROGRAMS

Heights and Weights: Yearly heights and weights are taken during gym class in grades 1, 3, 5, & 7. Other grades will be done if time allows.

Vision and Hearing: Vision/hearing screening is done yearly in grades Pre-K through 8. Parents will be notified of any failures per Massachusetts' guidelines that necessitate a medical follow-up.

Postural Screening: The state of Massachusetts mandates that all students in grades 5 through 9 be screened for scoliosis. Your child's posture will be screened beginning in fifth grade. Physician referrals will be made as needed.

Developed in collaboration with North Andover Public School Nurses for the health and safety of all students in North Andover schools. Revised and adapted for SMS, LHS.