

A Parent's Guide to Saint Michael School Health Services 2010-2011

GET HEALTHY, GROW STRONG, & HAVE FUN!

Dear Parents/guardians:

This will be my tenth year providing health services for your children. It is a pleasure getting to know and care for them. Saint Michael School is committed to the health and well-being of the entire student body and staff, and participates in the Commonwealth of Massachusetts' Comprehensive School Health Program in conjunction with the North Andover Public Schools. Our goal is to promote a healthful environment, provide assessment of minor illness, administer first aid for minor injuries, prevent the spread of disease, and conduct state mandated screening programs. In order to achieve this, we have a school physician and full-time nurse. Dr. Kenneth Chan from Andover Pediatrics is as our physician. Dr. Chan serves as both a consultant and resource. 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 cannot function as your child's primary care provider. The school nurse also assists in promoting good health and maintaining a healthy, safe environment for staff and students. The school nurse also serves as the chairperson of the Wellness Committee. This sheet provides you with information that will enable us to work together to achieve these goals.

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. Thank you in advance for your cooperation and support of our school health program. *Get Healthy, Grow Strong, & Have Fun!*

Many blessings and stay healthy, Linda Sullivan, RN, BSN, NCSN

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. 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 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. This information must be updated yearly.

PHYSICAL EXAMINATION REQUIREMENTS

School Entrance: All students must have a physician verified physical exam completed within 1 year and submitted to the health office **before** admission to 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 K, 2, 4, & 6 or 7. If an updated exam has not been received by grade 5, a *Physician's Physical Exam* **must** be completed and returned to the health office for our records. Most physicians have their own forms. If needed, forms are available on the SMS website.

MAINTAINING CURRENT HEALTH RECORDS

Please notify the nurse of any change in health status, medications, immunizations, medical regimes, etc. as occurs.

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.

*****NEW 2011 IMMUNIZATION & LAB RESULTS REQUIREMENTS

School Immunization Law, regulated by the General Laws of the State of Massachusetts requires that all immunizations must be up to date **BEFORE** admission to school. Massachusetts General Law allows 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.

By Two Years:

- 4 doses DTaP/DTP
- 3 doses Polio
- 3 doses Hepatitis B
- 1 dose MMR
- 3+ doses HIB
- 1 dose Varicella or physician documented case
- Lead screening results
- TB results and/or risk status

By Kindergarten:

- 5 doses DTaP/DTP
- 4 doses Polio
- 3 doses Hepatitis B
- 2 doses MMR
- 2 doses Varicella or a physician documented case
- Lead screening results
- TB results and/or risk status

By Grade 7:

- As required above by kindergarten
- PLUS** a booster dose of Tdap

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.
*Please note: A nebulizer machine is available if needed; please provide your own tubing and inhalation device.

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 that must be taken during school hours, on a long term basis, **require** the following forms on file **before** medication may be administered at school.

***MEDICAL AUTHORIZATION FOR UTILIZATION OF MEDICATION
*PARENT PERMISSION RELEASE FORM**

SHORT TERM MEDICATIONS

Medications that must be taken during school hours on a short-term basis require the **Parent Form AND** the **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 the back of the Emergency and Health Update Card for permission for your son/daughter to receive medication as necessary.**

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.**

*******For the safety of all children and staff*****:**

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, if a child has a bacterial illness or condition, he or she requires **24 hours** of medication before he or she may return. 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/ products with peanut butter are allowed in the school. We also ask that you refrain from sending your child into school with foods which contain nuts. Products which may contain traces of nuts are allowed. Some classrooms may have stricter conditions as needed. In addition, NO food/snacks are allowed in the school at any time for other students' consumption without the permission of the classroom teacher and/ or administration.

SCREENING PROGRAMS

BMI (Body Mass Index): Yearly heights and weights are taken during gym class in grades 1, 3, 4, 5, & 7. Other grades are recorded if time allows. BMI is mandated by the DPH for grades 1, 4, & 7.

Vision and Hearing: Vision/hearing screening is performed in grades Pre-K through 8. Parents will be notified if results 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 mailed home per the guidelines set by the DPH.

Developed in collaboration with North Andover Public School Nurses for the health and safety of all students in North Andover schools. Rev. and adapted for SMS, LHS 6/11.