

STUDENT HEALTH SERVICES

The Board of Education recognizes that good student health is vital to successful learning and realizes its responsibility, along with that of parent(s) or guardian(s), to protect and foster a safe and healthful environment for the students.

The school shall work closely with students' families to provide detection and preventive health services. In accordance with law, the school will provide vision, hearing, and scoliosis screening. Problems shall be referred to the parent(s) or guardian(s) who shall be encouraged to have their family physician provide appropriate care.

Schools shall also provide emergency care for students in accidental or unexpected medical situations.

A permanent student health record shall be part of a student's cumulative school record and should follow the student from grade to grade and school to school along with his/her academic record. This record folder shall be maintained by the school nurse.

Communicable Diseases

It is the responsibility of the Board to provide all students with a safe and healthy school environment. To meet this responsibility, it is sometimes necessary to exclude students with contagious and infectious diseases, as defined in the Public Health Law, from attendance in school. Students will be excluded during periods of contagion for time periods indicated on a chart developed by the school nurse.

It is the responsibility of the Superintendent of Schools, working through district health personnel, to enforce this policy and to contact the New York State Department of Health and the County Board of Health immediately upon notification of an outbreak, even if one student, of a communicable disease.

Administering Medication to Students

Neither the Board nor district staff members shall be responsible for the diagnosis or treatment of student illness. The administration of prescribed medication to a student during school hours shall be permitted only when failure to take such medicine would jeopardize the health of the student, or the student would not be able to attend school if the medicine were not made available to him/her during school hours, or where it is done pursuant to law requiring accommodation to a student's special medical needs (e.g., Section 504 of the Rehabilitation Act of 1973). "Medication" will include all medicines prescribed by a physician.

Before any medication may be administered to or by any student during school hours, the Board requires:

1. the written request of the parent(s) or guardian(s), which shall give permission for such administration and relieve the Board and its employees of liability for administration of medication; and
2. the written order of the prescribing physician, which will include the purpose of the medication, the dosage, the time at which or the special circumstances under which medication shall be administered, the period for which medication is prescribed, and the possible side effects of the medication.

Both documents shall be kept on file in the office of the school nurse.

The Superintendent of Schools shall develop comprehensive regulations governing student health services. Those regulations shall include the provision of all health services required by law, procedures for the maintenance of health records, and procedures for the administering of medication to students.

Ref: Education Law §§901 et seq.
Public Health Law §§680; 2164
8 NYCRR Part 136

ADOPTED: 12/13/95

STUDENT HEALTH SERVICES REGULATION**A. *Immunization***

Each student must present a record of immunization upon registration signed by a doctor or certified by a clinic. Students will not be allowed to attend classes without proper immunization. New York State Public Health Law, Section 4710, provides stricter requirements for inoculation which include: three doses of oral polio; a minimum of three doses of D.P.T. or triple vaccine; and protection against rubella, measles and mumps all after one year of age.

Students with legitimate religious or health reasons with the proper documentation to certify the condition may be excluded from the requirements.

B. *Administering Medication to Students in School*

The administration of prescribed medication to a student during school hours is permitted only when the medication is necessary to allow the student to attend school or failure to administer the medication would seriously affect the student's health.

Parent(s) or guardian(s) must present the following information:

1. a note from the family doctor containing the following information: student's name, the date and name of the medicine, dosage and time to be administered, and list of possible side effects;
2. a note from the parent(s) or guardian(s) giving the school nurse, teacher, Principal or other school staff permission to administer the medication; or
3. file a medication request form (see exhibit 5420-E.1) with the school-nurse teacher.

The school nurse shall develop procedures for the administration of medication, which require that:

1. all medications will be administered by the school nurse, the Superintendent or his/her designee;
2. medications shall be securely stored in the office and kept in their original labeled container, which specifies the type of medication, the amount to be given and the times of administration;
3. the school nurse shall maintain a record of the name of the student to whom medication may be administered, the prescribing physician, the dosage and timing of medication, and a notation of each instance of administration; and
4. all medications shall be brought to school by the parent(s) or guardian(s) and shall be picked up by the parent(s) or guardian(s) at the end of the school year or the end of the period of medication, whichever is earlier. All medication not picked up within five days of the period of medication shall be discarded.

An adult must bring the medication to school in the original container. The administering staff member should clearly label the medication with the time to be given and dosage.

C. Student Medical Exams

In accordance with Section 903 of the state Education Law, each student shall have a physical exam given by the school doctor or family physician upon entrance to school at grades 1, 3, 7 and 10. Findings are to be kept on record at the school on forms that can be obtained from the school nurse.

D. Illness in School

If a student becomes ill in school:

1. The nurse will determine if the student should remain in the dispensary or return to class.
2. The nurse will call the parent, guardian or substitute parent if he/she feels the student should go home. In general, a parent or guardian will pick up the student from school.
3. The nurse will contact the Building Principal if he/she feels the child should be transported by bus to the home.
4. If there is to be a change in bus routing in order to carry the student to his/her home, that decision will be made by the administrator and the transportation supervisor.
5. If the route is to be changed, the transportation supervisor shall inform the bus driver.
6. If no parent, guardian or substitute parent picks up the student at school, or if no parent/guardian or substitute parent will be home, the student will remain in the nurse's office until such time as a parent, guardian or substitute parent becomes available to assume responsibility for the child.

STUDENT HEALTH SERVICES EXHIBIT

*Family Physician's Request for the
Administration of Internal Medication*

Under certain unusual circumstances when it is necessary for a student to take internal medication during school hours, the school nurse, classroom teacher, or a designated member of the school staff may cooperate with the family physician and with the parent(s) or guardian(s). If the parent(s) or guardian(s) submits a written request to the school authorities, which is accompanied by a written request from the family physician indicating the frequency and dosage of the prescribed medication, then the school nurse, classroom teacher, or a designated member of the school staff may administer this medication.

In compliance with the above, please submit the following information:

STUDENT'S NAME _____

ADDRESS _____

MEDICATION _____

DOSAGE _____

FREQUENCY _____

POSSIBLE SIDE EFFECTS _____

DOES THIS MEDICATION REQUIRE REFRIGERATION? _____

(Signature of Family Physician)

(Address)

(Telephone Number)

Note: The school requires that the medication be brought to the school by a responsible adult.

STUDENT HEALTH SERVICES EXHIBIT

Medical Release Form

I, _____, hereby request that
(Name of Parent or Guardian)

_____ administer such medication during each
(Name of Designated School Staff Member)

school day as prescribed by the family physician to _____.
(Name of Student)

In cases of continued medication, this medication is to be administered every school day during the present school year, or until terminated by written notice.

I hereby release the designated school personnel and the Board of Education of any liability relative to the administration and/or reaction of the medication on the above-named student.

Signed _____
(Signature of Parent or Guardian)

Date _____