

SAINT JOHN THE BAPTIST SCHOOL

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Dear Parents and Guardians:

In order to prepare for the upcoming school year, we, the school nurses, would like to inform you of some policies that we have in place to ensure the health and safety of our students throughout the school year. In collaboration with our school physician, Dr. Stephen Morgan, we look forward to providing you with an optimum school health program.

There are also forms that must be on file in your child's health record before we begin to give any medication at school.

SEPTEMBER: HEALTH FORMS

A Current Physical Exam form with documentation of immunizations is required for:

- New Students
- Preschool and Kindergarten
- 4th Grade
- 7th Grade
- Students planning to participate in competitive athletics, previous to such participation.

MEDICATION ADMINISTRATION PLAN: If your student received medication in school last year, you will be provided with new forms that need to be filled out every year when you pick up your student's medication on the last day of school. If your student will be taking medication at school, these forms will be online this summer as we update our forms on the website or in the Main Office for you to pick up.

1. **Medication Order Form:** The written medication order form should be taken to your child's licensed prescriber (Your child's physician, nurse practitioner, etc.) for completion, and returned to the school nurse. This order must be renewed at the beginning of each academic year, and with any medication change.
2. **Parent/Guardian Medication Administration Consent:** Please complete the consent form and return it to the school nurse.
3. **For short-term medications,** i.e. those requiring administration for 10 school days or fewer, the pharmacy-labeled container may be used in lieu of a licensed prescriber's order; if the nurse has a question, she may request a licensed prescriber's order. **We still need written parent consent.**
4. Medication should be delivered to the school in a pharmacy or manufacturer-labeled container by you or a responsible adult who you designate. **Do not send the medication with your child.** Please ask your pharmacy to provide separate bottles for school and home. No more than a thirty day supply of the medication should be delivered to the school.
5. Narcotic medications will not be administered in the school setting.

We will need all forms, medications in their original containers, and /or supplies returned to the nurse's office, on or before the first day of the new school year. Thank you for your help, preparing your child's medications and forms over the summer. This will help define the safety of your child's care throughout the school year.

FOOD IN THE CLASSROOM/SCHOOL: St. John's School is a **nut-sensitive school**. Many of our students have **life threatening food allergies**; please check with the nurse before bringing in any food items to school. **PEANUTS AND TREENUTS ARE NOT ALLOWED IN THE SCHOOL.**

ATTENDANCE GUIDELINES: Please review the School Attendance Guidelines when your student is feeling sick. The Student Handbooks have a printed guideline of conditions in which you would need to keep your student home. This will soon also be posted on the school website.

OCTOBER/NOVEMBER:

DENTAL HEALTH: Look for permission forms for our Visiting Dental Program dental evaluations and cleanings provided by Registered Dental Hygienists at no cost to parents/guardians.

FIELD TRIPS: There are Field Trips throughout the year. Teachers are trained to use EPI-PENS at the beginning of each school year. If there is a need to give a medication on a field trip, we will need to obtain parent permission for that and our school is certified to have a trained staff member administer one oral medication on a field trip with parent permission.

FLU CLINIC: The Peabody Public Health Nurse usually offers a Flu Clinic for the students and Staff of St. John the Baptist School in the fall. Look for permission slips to come home in student's folders.

MANDATED SCREENINGS: At St. John the Baptist School we try to comply with the Massachusetts Mandated Screenings Law for public school students. You may receive a referral for your student if they did not pass one or any of the screenings. Please have your child seen by the appropriate health care provider and return the completed referral to the school nurses so we are aware of the recommended treatment.

Vision Screenings: Pre-K through 5th and 7th Grade. Our Vision Screening program is enhanced when we are able to have the Lyons Club Spot Vision Screening Program visit our school, this requires a separate Parental Consent form, watch for this in your student's folder.

Hearing Screenings: Pre-K through 3rd Grade, 7th Grade

Scoliosis: Grades 5-8. If you do not want your student to participate in the scoliosis screening please provide the school nurses with documentation that this exam was done at the student's last physical exam. Please send in an envelope marked: "School Nurse"

Lisa Hollis MSN, RN is the school nurse. If your child needs an **Individualized Health Care Plan** for a special health condition, Lisa Hollis will be in the health office sporadically during the summer. Please call if you have any concerns: 978-826-7519