

## Health Clinic Policies:

Burris has one full time nurse on duty daily. The health of your student is our concern. Habits are formed in early childhood. These habits are important to growth , health, happiness and success of your child later in their life. Regular school attendance is important. Please contact the school nurse if you have any questions about whether your child should attend school.

### 1. Medication

- **Prescription Medication**

A medication administration form must be completed by the parent and physician in order for prescriptions to be given during school hours. Medications must be in the original pharmacy bottle – ask pharmacy to give you 2 bottles (1 for home, 1 for school) if needed. Medications will not be accepted if they are not in the original bottle from pharmacy and the prescription medication form is not properly completed. If there is a dosage change a new form needs to be completed. Forms will expire at the end of the school year. Medications not picked up on the 7<sup>th</sup> day after the last day of the school year will be disposed of. All prescription medication must be stored in the health clinic. If physician feels students are capable of carrying their inhaler or epi-pens with them a medication administration form plus a self carry contract needs completed.

- **Over-the-Counter Medications**

OTC medications such as but not limited to: Tylenol, Ibuprofen, Midol, Aspirin, Tums, Cough drops can be given in the health clinic only if an OTC Medication Administration form is properly completed by the parent. Parents will supply these medications. School does not provide any medications. Students are not permitted to carry any OTC medications on them. Medications will not be accepted if not in the original package/bottle and the OTC medication form is not completed. Forms expire at the end of the school year. Any medications not picked up by parents on the 7<sup>th</sup> day after the last day of the school year will be disposed of. Student in elementary that may need cough drops will have to stay in the clinic until it is dissolved due to choking hazard. **Cough medications, homeopathic treatments will not be administered at school by the nurse or staff.**

- **General**

Students are not permitted to carry any type of medication while at school, school sponsored field trips or events except for inhalers and epi-pens. Inhalers and epi-pens must have proper documentation on file in the health clinic from the physician to self carry those medications. Medications forms will expire at the end of each school year. Anytime there is a dose change in a

prescription medication form needs to be updated. Prescription medication orders/changes can only come from prescribing physician. Parents cannot give medication changes in prescription pills/insulin/inhalers... All medication needs stored in the health clinic NOT in lockers or desks. Any medication not picked up by parents before the 7<sup>th</sup> day after the last day of the school year will be disposed of.

## **2. Contagious Disease**

- The school nurse should be informed of students with a contagious/ communicable illness.
- It would be helpful in treating and monitoring if the school nurse is notified of any chronic illness...Allergies, heart problems, blood pressure problems, diabetic, asthma, cancer, seizures history.....
- Any student who appears ill or has an elevated temperature – over 99.6 will be sent home.
- Any student that has experienced a fever/elevated temperature should remain at home for 24 hours following the return of a normal temperature, 98.6 degrees or below not medicated.
- Any student that has experienced vomiting – stomach emptying or diarrhea should remain at home for 24 hours after the last episode.
- A student having symptoms of pink eye, scabies, ringworm or impetigo will be sent home and will need a physician note stating treatment in progress to return to school.
- A student with symptoms of head lice or bed bugs will be sent home initially for treatment. Majority of nits must be removed for student to return to school and must be checked by school nurse in order to return to the classroom. Students with bed bugs must also be checked by the school nurse before returning to the classroom along with backpacks and coats. If no live bugs are found on the student or belongings they may return to class.

## **3. Clinic Use**

- The health clinic is available for limited use while waiting for transportation home for students who become ill or injured. Parents should make every effort to see that their child is picked up promptly upon notification.
- Student records should be updated if there is a change in phone numbers, physicians. Students should know who their physician is and how to reach a parent in case of illness or accident. A back up person should be listed as a contact for care and transportation in case of illness or injury.
- Clinic is for acute illnesses and injuries and management of chronic conditions during school hours. Clinic is not used for diagnosing strep, viruses, flu.....
- A student that becomes ill or injured at school should report to the health clinic so the nurse can assess the student.

- Students that call a parent and are picked up from school and not sent home from the school nurse will not be nurse excused absence. The school nurse must make the call that the student needs to go home.

#### 4. Physicals

- Physicals are REQUIRED for all NEW students to Burris .
- Students entering FOURTH AND NINTH grade need to submit a NEW physical to the health clinic.
- All FIFTH grade students participating in elementary sports will need to submit a new physical to the health clinic
- Health physicals are stored in the clinic for medical records.
- Athletic physicals middle school and high school are stored in the athletic office for athletic records
- Completed health forms should be signed by the physician and given to the health clinic **no later** than the first day of school.
- ALL elementary physicals/elementary sports physicals should be given to the health clinic
- ALL middle/high school sports physicals should be given to the athletic office.

#### 5. Immunizations

- **Indiana State Law (PL205-1985)** requires that the parents of all students furnish the school a physician record of the student's immunization records no later than the first day of school. If immunizations records are not received within the first 20 days of the school year the student will not be permitted to return to school until immunizations are up to date.
- Only written religious exemptions from parents or medical exemptions from a physician will be accepted to exempt a child from Indiana State required immunizations. This is part of the Indiana State Law (PL205-1985). A written exemption must be written and submitted at the beginning of each school year.
- The immunization record must show that the student has been immunized against diphtheria, whooping cough, tetanus, rubella, poliomyelitis, mumps and two doses of measles – preferably MMR and after the child's first birthday. The law states that no child shall be permitted to attend school beyond the first day of school without furnishing this written record.
- Effective July 1, 1999, all children entering kindergarten must be immunized against Hepatitis B for enrollment in school. The three dose series must be completed for enrollment.
- Effective July 1, 2004 all children entering kindergarten must be immunized for Varicella(chicken pox) for enrollment in school.
- Effective July 1, 2010 all children entering grade six must have received a second immunization against Varicella ( chicken pox) or show proof of the disease.

- Effective July 1, 2010 all students entering six grade must be immunized against meningitis (MCV4)
- 2017-2018 School Year Required Vaccines
  - 3-5 year old: 3 Hepatitis B
    - 4 DTaP ( Diphtheria, Tetanus, and Pertussis)
    - 3 Polio ( inactivated Polio)
    - 1 MMR ( measles, Mumps, Rubella)
    - 1 Varicella
  - Kindergarten:
 

3 Hep B	2 MMR
5 DTaP	2 Varicella
4 Polio	2 Hepatitis A
  - Grades 1-5
 

3 Hep B	2 MMR
5 DTaP	2 Varicella
4 Polio	2 Hepatitis A
  - Grades 6-11
 

3 hep B	2 MMR
5 DTaP	2 Varicella
4 Poio	1 Tdap
1 MCV4	
  - Grade 12
 

3 Hep B	2 MMR
5 DTaP	2 Varicella
4 Polio	1 Tdap
2 MCV4 ( meningococcal)	

## 6. Testing

- **Vision Testing**  
Vision testing – Indiana state law requires that students be tested in grades K-1 by a vision specialist and in grades 3,5 and 8 by the school nurse. If student needs follow up eye exam a note will be sent home from the nurse.
- **Hearing Test**  
Indiana State law requires that students should be hearing tested in grades 1, 4, 7 and 10. New students are also tested. If a student is found to have a hearing problem a referral may be made to a physician or an audiologist for additional testing and or treatment. A student is not required to have a hearing test is his/her parents request that he/she not be tested. A written request must submitted to the school by the parent if a student is not to be tested. At Burriss the speech language pathologist administers most hearing test in the fall. If more information is needed, please contact the Speech Language Pathologist in room 110.

## **7. Personal Health Plans**

- Parents are responsible for providing the health clinic with the medical supplies/ medications needs by your student to assist in the management of their medical conditions. Please maintain a sufficient supply in the clinic.
- If your student requires food products to assist in the management of the medical condition, parents are responsible for providing a sufficient supply of those food items.
- Parents are responsible for providing Burris Laboratory School Health clinic with current written medical information from the health care provider/specialist at the beginning of each year and as the changes occur throughout the school year.
- Medical records in the health clinic must be maintained, please complete physicals, immunizations, asthma action plans, allergy action plans, seizure action plans, diabetic action plans...and keep those current and comply with physician orders. Medical records can be faxed to the health clinic at: 1-765-285-8620
- Parents can sign a release of information to allow your physician to discuss specific health conditions and needs with the school nurse
- All allergies should be reported to the classroom teachers and the school nurse.
- Please inform the school nurse of any long term medication your child takes during the school year, even if it is not administered at school.
- Please report to the teacher and the school nurse any fears, stressful situations that may effect your child's emotional well being.
- Teach your child to drink from the water fountain without touching their lips to the faucet.
- Teach your child to wash their hands after using the bathroom and before eating.
- Teach your child to cover their mouth when sneezing or coughing and to do so into their elbows, use tissues with runny noses.
- It is the student's responsibility to report to the clinic for medication administration.
- If the label has been tampered with the medication will not be administered.

## **8. Physical Education Restrictions and Exclusions:**

- If Parent request student to be excluded from physical education student should also be excluded from recess.

- If exclusion or restriction lasts more than three days a physician's note should be obtained stating the nature and length of exclusion/restrictions and when student is able to resume physical education.

**9. Crutches, Wheelchairs, Canes, etc.**

- A student requiring use of crutches, canes, wheelchairs or other medical adaptive devices MUST bring a note from the physician to the clinic.
- Note should include: reason for use, ability to navigate stairs, length of use and any activity restrictions.
- If the clinic is aware of these students and restrictions it helps in daily care of the student and in emergency situations.
- School owned devices are not available for daily use for students.