

NEW HARTFORD CENTRAL SCHOOL HEALTH SERVICES

The functions of the school health service are to make sure each child is physically and emotionally ready to receive the benefits of education, to protect against the spread of contagious disease, to care for medical emergencies that may arise, and to consult with school administrators and teachers on health matters.

We need the cooperation of the parents to carry out these functions.

PROOF OF IMMUNIZATION:

New York State mandates the following immunizations and a child cannot be admitted to school without proof of it:

Kindergarten and Grade 1 Students	
Vaccine	What is needed for 2018
DTP DTaP	5 doses or 4 with the 4 th dose at 4 years of age or older or 3 if starting the series at 7 years of age or older
Polio	4 doses or 3 with the 3rd dose at 4 years of age or older
MMR Measles-Mumps-Rubella	2 doses
Varicella	2 doses
Grade 2-5 Students	
DTP DTaP	5 doses or 4 with the 4th dose at 4 years of age or older or 3 if starting the series at 7 years of age or older
Polio	3 doses
MMR <i>2Measles/2Mumps/1Rubel</i>	2 doses
Varicella	1 dose
Grade 6 and 7 Students	
DTP/DTaP	3 doses
Tdap	1 dose
Polio	4 doses 3 with 3rd dose at 4 years of age or older
MMR	2 doses
Hep B	3 doses
Varicella	2 doses
Grade 8-12 Students	
DTP/DTaP	3 doses
Tdap	1 dose
Polio	3 doses
MMR	2 doses
Hep B	3 doses
Varicella	1 dose

Student Information Forms (A1 and A2): The health office accesses this information for those

occasions

when a parent must be reached. In the event a parent cannot be reached, we must have alternative people to call that can pick the child up from school in the event of illness or injury.

Health History Form (A5): The school health service needs a complete record of any problems that may need special care and attention. i.e. asthma, diabetes, allergies, etc.

Physical Exam Form (A6): We encourage you to take your child to see your own physician BEFORE school begins so that difficulties can be treated. NYS requires physicals on new students, Kindergarten, 1st, 3rd, 5th, 7th, 9th, and 11th grades and yearly for sports or working papers. All health appraisals are required to have a BMI (Body Mass Index) and weight status category. In addition, a dental certificate is requested for Kindergarten and Grades K,1,3,5,7,9, and 11.

Illness: We encourage parents to keep their child home if there is any indication of illness, for the child's own sake as well as for the protection of children they would come in contact with at school. The school nurse appreciates being notified of any communicable disease your child has. Each day your child is absent, please call the school office.

Medicine in Elementary School: We do not allow children to keep ANY medication on their person, in their desk or lunchbox because the medication sometimes finds its way into other children's hands. An adult should only transport medication to school. If there are any special circumstances you should contact the school nurse.

Medication Authorization Form (A7): If it is absolutely NECESSARY for a child to be given medication during school hours, certain procedures MUST be followed: The parent must submit the authorization medication form to the health office from the physician, indicating frequency and dosage of the medication. Medication must be brought to school by **parent/guardian** in the actual prescription bottle. This is NYS Law and includes both prescription and non-prescription or over the counter medications.

MEDICATIONS

School Health Personnel are frequently asked to dispense medication in school. Every effort should be made to administer medications outside of the school setting. However this is not always realistic or desirable. Only those medications which are necessary to maintain the student in school and which must be given during school hours should be administered. NYS Law, The Nurse Practice Act and State Education Law must be followed.

All medications, including non-prescription drugs, or over the counter given in school shall be prescribed by a licensed prescriber on an individual basis as determined by the child's health status.

New York State Law requires that if a child must receive medication during school hours the following procedures must be followed (medications including all prescription and non-prescription drugs, or over the counter). **Please note: we do not stock any medications.**

PRIOR TO MEDICATION ADMINISTRATION:

1. Call your school nurse for direction.
2. A written statement from the parent/guardian requesting administration of the specific medication in school, as ordered by the physician.
3. A written order from a licensed prescriber including:
 - a. student's name and date of birth

- b. reason for medication (diagnosis)
 - c. name of medication, route and dosage
 - d. time of administration
 - e. relevant side effects
4. The parent/guardian must assume responsibility to have the medication delivered directly to the health office in the ORIGINAL CONTAINER. Ask the pharmacist for 2 containers, so you can also have one at home.

IMPORTANT:

In grades K-6 no child is allowed to carry medications to school. An adult must deliver medications to the school nurse. **If there is a need for an exception, they will be decided on an individual basis.*

The school nurse is unable to administer medications without ALL of the above. We have medication administration forms available if you need one. Please do not send your child in with a pill in a baggie! The nurse is unable to accept them.

Over the Counter medications must be in original container/package with the student's name affixed to the container. The same applies to drug samples.