

## **STUDENT HEALTH SERVICES**

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

Upon entering second, fourth, seventh and tenth grades, a student must submit a certificate of health examination. The examination, which must conform to state requirements, must have been conducted no more than 12 months before the first day of the school year in question. If a student is unable to furnish the health certificate, the school will provide a physical examination by a licensed provider. A request for exemption from the physical examination, or the requirement to provide a health certificate, must be made in writing to the school principal or designee, who may require documents supporting the request. The only basis for exemption is a claim that the physical examination is in conflict with the parent or guardian's genuine and sincere religious belief.

In order to maintain enrollment in school, students must furnish documentation of required immunizations against certain communicable diseases, as set forth in state law and regulations, unless exempted from immunizations for medical or religious reasons as permitted by state law and regulation.

The State of New York may authorize and require the collection of data from health certificates in furtherance of tracking and understanding health care issues that affect children.

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. The health record shall be maintained by the school nurse.

Schools shall respond to students in accidental or unexpected medical situations. Each school in the district will include in its emergency plan a protocol for responding to health care emergencies, including anaphylaxis (see *Policy 5420.3 Food Induced Anaphylaxis*), and head injury (see *Policy 5600 Concussion Management*.) Parents/guardians will be notified of any emergency medical situation as soon as is practicable. In addition, parents/guardians will receive notification of non-emergent medical situations that have been reported to the nurse in a timely manner.

## **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 from attendance in school.

During an outbreak of these communicable diseases, if the New York State Commissioner of Health or his/her designee so orders, the district will exclude students from school who have an exemption from immunization or who are in the process of obtaining immunization.

It is the responsibility of the Superintendent of Schools or his/her designee, working through district health personnel, to enforce this policy and to contact the county or local health department when a reportable case of a communicable disease is identified in the student or staff population.

## **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).

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 authorized medical provider, 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
3. that in order for a student to carry and use a rescue inhaler, an epinephrine auto-injector, insulin, or glucagon and associated testing supplies, written permission must be provided both by the parent and the prescribing authorized medical provider in accordance with New York State law and regulation.

Students are allowed to carry and apply parentally provided sunscreen without a prescription from an authorized medical provider, assuming that the sunscreen is FDA approved and that the sunscreen is not treating a medical condition. Parents need to provide the district with written permission for students to use sunscreen.

Permission slips and medical orders shall be kept on file in the office of the school nurse.

The district shall make a nebulizer available on site in school buildings where nursing services are provided. Students with a patient specific order shall have access to the nebulizer. The district will ensure that it is maintained in working order. Students are required to supply their own medication and administration sets.

**Training**

Training to support the fulfillment of staff responsibilities in regard to student health services will be provided as part of the District's ongoing professional development plan and in conformity with the Commissioner's Regulations.

**Regulations**

The Superintendent of Schools or his/her designee 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. The Superintendent or his/her designee shall also develop protocols, in consultation with the District Physician and other appropriate District staff, for the management of injury, with particular attention to concussion.

*Great Neck Public Schools*

*Adopted: 6/15/15*

## STUDENT HEALTH SERVICES REGULATION

### A. Immunization Against Communicable Diseases

Under state Public Health Law 2164, in order to be enrolled in or attend district schools, children must be fully immunized against certain communicable diseases. Those diseases are: poliomyelitis, mumps, measles, diphtheria, rubella, varicella (chicken pox), Haemophilus influenzae type b (Hib), pertussis, tetanus, pneumococcal disease, and hepatitis B.

“Fully immunized” means that the child has either:

1. received the required vaccinations for these diseases as set forth in state regulations;
2. for measles, mumps, rubella, hepatitis B, poliomyelitis, or varicella only, shown immunity with a positive blood test for those disease antibodies; or
3. for varicella only, has had the disease, verified by a physician, nurse practitioner, or physician’s assistant.

Children who are not fully immunized may only be admitted to school if they can document that:

1. they are in the process of receiving immunization or obtaining blood tests; or
2. they have been granted a medical or religious exemption.

Requests for such exemptions shall be directed to the building principal.

Medical exemptions may be issued if immunization is detrimental to a child’s health as per the contra-indications identified by the United States Centers for Disease Control and Prevention (CDC). Medical exemptions must either be:

1. the medical exemption form issued by the New York State Department of Health or the New York City Department of Health and Mental Hygiene, or
2. a statement signed by a physician licensed to practice medicine in New York State indicating the specific immunization, the medical contraindication, and the length of time the exemption is for. Medical exemptions must be reviewed and accepted by the District physician or his/her designee, and reissued annually to remain valid.

Religious exemptions may be granted by the District upon either:

1. a signed and completed Request for Religious Exemption to Immunization created by the New York State Education Department (NYSED), or
2. a written and signed statement from a parent/guardian stating an objection to immunization because of genuine and sincere religious beliefs which prohibit immunization. The Building Principal may require supporting documents for religious exemptions.

All students must present appropriate documentation of their immunization status, as set forth in the Regulations of the New York State Commissioner of Health 10 NYCRR Subpart 66-1.

The building principal may permit students without adequate documentation to attend school up to 14 calendar days while the parent/guardian furnishes the necessary documents. This time period may be extended to 30 days for students transferring from another state or country, as long as they show a good faith effort to obtain the necessary documentation.

District schools may access the New York State Immunization Information System (NYSIIS) or the New York City Citywide Immunization Registry (CIR) to verify the immunization history of students entering or registered in that school.

When a child is excluded from school for immunization reasons, the building principal shall notify the parent/guardian of their responsibility to have the child immunized, and the resources available for doing so. The principal shall also notify the local health authority of the child's name and address and the immunization(s) the child lacks, and shall cooperate with that authority to provide a time and place for the required immunization(s) to be administered.

The District will maintain a list of all students who have been exempted from immunization for medical or religious reasons, or who are in the process of receiving immunization, and shall exclude such students from school when so ordered by the New York State Commissioner of Health in the event of an outbreak in school of the vaccine-preventable diseases listed in Public Health Law 2164 and the first paragraph of this section.

When a student transfers out of the District, the parent/guardian will be provided with an immunization transfer record, if needed, showing the student's current immunization status that will be signed by the school nursing personnel or the school physician. A transcript or photocopy of the immunization portion of the district health record will be provided to the new educational institution upon request.

## **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 written order from a NYS licensed health care provider (e.g. physician, nurse practitioner or physician assistant) containing the following information: student's name, the date and name of the medicine, dosage and time to be administered. A list of possible side effects may be required.
2. A written note from the parent/guardian giving appropriate licensed school personnel permission to administer the medication to their child during school or for trained medically unlicensed personnel to assist their child in taking their own medication.

***Students who may carry and use certain medications***

Students are permitted to self-administer medication under certain circumstances, in accordance with New York State law and regulation. A student is authorized to carry and use the following medications: rescue inhaler, epinephrine auto-injector, insulin, glucagon (and associated diabetes testing supplies), if the following conditions are met:

1. An authorized medical provider must provide written permission that includes an attestation that the student's diagnosis requires the medication; the student has demonstrated that he/she can self-administer the prescribed medication effectively; the name of the medication, the dose, the times when it is to be taken, the circumstances which may warrant use and the length of time during which the student may use it.
2. Written parental permission.

If a student is authorized to carry and use medication as described above, the parent/guardian is permitted to give extra medication and supplies that the district will maintain in accordance with the written directions submitted by the authorized medical provider.

All documents pertaining to student medication will be kept on file in the nurse's office.

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

1. all medications shall be brought to school by the parent(s) or guardian(s);
2. all medications will be administered by a medically licensed person unless the child is self-directed;
3. 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; 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;
4. all medications 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. If not picked up within five days of the period of medication, the 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.

## **Sunscreen**

Students are permitted to carry and apply sunscreen without a medical provider's order under the following conditions:

1. The sunscreen is used to avoid overexposure to the sun and not for medical treatment of an injury or illness, if sunscreen is required to treat a medical condition, the procedures for administering medication (above) apply;
2. The sunscreen is FDA approved for over the counter use;
3. The student's parents or guardians provide written permission annually for the student to carry and use the sunscreen.

The school nurse will keep written permission for students on file and develop procedures pertaining to this policy.

### ***Administering medication on field trips and at before- and after-school activities.***

Taking medication on field trips and at before- and after-school activities is permitted if a student is self-directed in administering their own medication. On field trips or at other before- and after-school activities, teachers or other school staff may carry the medication so that the self-directed student can take it at the proper time.

If a student is going on a field trip but is not self-directed (i.e., fully aware and capable of understanding the need and assuming responsibility for taking medicine), then the District may:

- Permit the parent or guardian to attend the activity and administer the medication.
- Permit the parent to personally request another adult who is not employed by the school to voluntarily administer the medication on the field trip or activity and inform the school district in writing of such request.
- Allow the student's health care provider to be consulted and, if he/she permits, order the medication time to be adjusted or the dose eliminated.

If no other alternative can be found, a school nurse or licensed person must administer the medication.

***Administering epinephrine by auto-injection in emergency situations.***

The administration of epinephrine by auto-injector has become an accepted and extremely beneficial practice in protecting individuals subject to serious allergic reactions.

Pursuant to New York State Commissioner of Education's regulations, registered professional nurses may carry and administer agents used in non-patient specific emergency treatment of anaphylaxis.

In addition, pursuant to NYSED guidelines, school nurses may provide training to medically unlicensed school staff in administering epinephrine auto-injectors, prescribed by a licensed prescriber, to a child who has been diagnosed with the potential for a severe reaction, in the event of the onset of a serious allergic reaction when a nurse is not available.

***Use of Glucagon***

Pursuant to SED guidelines, glucagon may be carried by students, and school nurses may provide training to medically unlicensed school staff in administering glucagon prescribed by a licensed prescriber, to a child who has been diagnosed with the potential of for a severe hypoglycemic reaction, in the event that the nurse is not available.

**C. Student Medical Exams**

In accordance with Sections 903 and 904 of the state Education Law, each student shall have a physical exam given by the District physician or licensed health provider (including a physician, physician assistant or nurse practitioner) upon entrance to school and at grades pre-kindergarten or kindergarten, two, four, seven and ten. Findings are to be kept on record at the school on forms that can be obtained from the school nurse. In addition, the school will request a dental health certificate according to the same schedule.

A student may be excluded from the medical examination requirements because the child's parent/guardian holds a genuine and sincere religious belief that is contrary to medical examinations. The request for exemption must be in writing to the principal or his/her designee.

In the event that the student's medical history reveals that they have a known life-threatening allergy, the school nurse, in conjunction with the family, student, child's teacher, and other appropriate staff, will develop and implement an individual health care plan that will guide prevention and response.



#### **D. Illness or Injury in School**

If a student becomes ill or injured in school:

1. The nurse will determine if the student should receive further medical attention, remain in the dispensary or return to class.
2. The nurse will call the parent, guardian or designated emergency contact if he/she feels that the student should go home so that such arrangements can be made.
3. If no parent, guardian or designated emergency contact picks up the student at school, or if no parent/guardian or designated emergency contact will be home, the student will remain in the nurse's office until the end of the school day when a determination will be made in consultation with the building principal or other parties as necessary to determine an appropriate course of action.
4. If the nurse determines that the child can return to class the nurse may notify the parent.
5. The nurse will maintain appropriate records of all student visits.

#### **E. Emergency Contact Information**

All students shall have on file emergency contact information that shall state the name and preferred telephone numbers of the following:

1. The student's parent(s) or guardian(s) at home and work;
2. An emergency contact;
3. The student's licensed health care provider;

#### **F. Student Return to School after Illness/Injury**

In general, students should be symptom-free before returning to school. In some instances, students may be asked to provide a note from their licensed health care provider before they return to school or participate in the full range of school activities. In some cases, the final decision to permit participation may rest with the District physician. The Superintendent of Schools or his/her designee, in consultation with the District physician, school nurse and other appropriate staff, will develop protocols to address a student's return to activities when there has been a serious illness or injury.