

August 17, 2011

Dear Parents/Guardians of Incoming Kindergarten Students:

I would like to take this opportunity to welcome you and your child to our School and I look forward to meeting you/your child in August. As the School's Nurse I would like to inform you of some important information that will help to keep our students safe and healthy:

1. Students who require (OTC) over the counter medication during school hours must have a signed **Parental Consent Form** for each medication
2. Students who require prescription medication during school hours must have BOTH a signed **Parental Consent Form** AND a **Prescription Medication Order from your child's doctor**. A drug store label **DOES NOT** replace a Prescription Medication Order.
3. The School does not supply medication. If your child needs or might need medication for unforeseen illnesses; headaches, stomach aches, cold symptoms, etc..., please submit the medication to the School Nurse so it can be kept in the Nurse's Office.
4. Parents/Guardians are required to transport all medication directly to the school and give it to an adult. For their safety, students are not allowed to carry or transport any medication. The **ONLY** exception will be inhalers and Epi-pens, based on an age appropriate level and written permission from a doctor.
5. Please inform the School Nurse if your child has **Asthma** or **Anaphylactic Allergies** so that we can create an Individual Action Plan for your child.
6. Students who miss school or were dismissed from school due to vomiting, fever of 100 degrees or higher and/or diarrhea are required to stay home until they are **symptom-free for 24 hours**.
7. If your child is dismissed for vomiting, diarrhea, fever of 100 degrees or higher, or any symptoms of a contagious illness, he/she will not be allowed back into school the next day or until he/she is symptom-free for 24 hours. In some cases we require a doctor's note in order to return.
8. Please contact the School Nurse to report if your child has Strep throat, ring worm, the flu, mononucleosis, chicken pox, whooping cough, conjunctivitis, head lice or any other highly contagious illness. If your child is taking antibiotics, they must have a full 24 hour course before returning to school. If your child requires antibiotics during school, you must submit BOTH a signed **Parental Consent Form** AND a **Prescription Medication Order from your child's doctor**. A drug store label **DOES NOT** replace a Prescription Medication Order.
9. September thru December the Nursing Department will be performing our annual health screenings: Height, weight vision, hearing (K-12) and Scoliosis (5-9). Please contact the School Nurse if your child has any special circumstances or you decide to excuse them from any of these screenings. More specific information will be sent home as the screening dates approach.
10. Please remember to supply the School with emergency contact numbers and update the information as needed.
11. Please make sure you child has a change of clothes at all times (especially underwear) incase of an accident.
12. The School adheres to all MA laws regarding immunizations and physical exam requirements. Expiration or non submission of information will result in students not being allowed to attend school or any extracurricular activities.

It is a Massachusetts State Law that all children entering Kindergarten have their school health records in order before the first day of school. Please obtain the following **mandatory** documentation from your child's doctor and forward a copy to the School Nurse as soon as possible:

1. **Physical exam within the last year**
2. **Lead test RESULT and date (we need the number)**
3. **TB assessment and date (must state either low risk or negative)**
4. **Vaccinations: (5) DTP, (4) OPV, (2) MMR, (3) Hep B, (4) HIB, and (2) Varicella**

**Any student who is missing ANY of the above information will not be allowed to attend school or participate in any extracurricular activities until all of the documentation is submitted. NO EXCEPTIONS!**

Physical exams are valid for 13 months from the date of service. Those **dated BEFORE August 1, 2009 will not be accepted.** If your child is not due for a physical exam before the start of the 2008-2009 school year, please submit their last, most recent physical exam to hold them over.

In order to decrease traffic in the Nurse's Office, we are asking that documentation be faxed or mailed to the School Nurse or dropped off at the "fish bowl" in the Main Building. Please do not come to the Nurse's office unexpectedly. Documentation can be submitted upon receipt of this letter and at anytime throughout the year; **INCLUDING SUMMER BREAK.** You may fax, mail or drop paperwork off at the "fish bowl" during the summer break. You will find the school's address and fax number on this letterhead.

For your convenience, I have enclosed some forms and additional information that you may find helpful. If you have any questions or concerns, or need to meet with the School Nurse, please do not hesitate to call to make arrangements. Thank you in advance for your cooperation and I wish you a safe, healthy and great summer!

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