

## HEALTH CLINIC GUIDELINES

Our Mission is to provide a safe, healthy learning environment in our school and to keep the student in CLASS for optimal learning. All students sent to the nurse/clinic MUST have a written pass or be accompanied by an adult. We understand that emergency situations occur where this is not possible, but it is the expected daily procedure. Students should not “drop” in to the nurse/clinic between classes or on bathroom breaks. Students must check in with their teacher to get a pass to the clinic. If a student comes to the clinic without a pass, he/she will be sent back to class and a pass will not be issued.

Please talk with the Health Clinic Coordinator if there is a history or medical problem so that special adjustments can be made, if necessary.

1. Sore Throats: a very common complaint. Once at the clinic they may be assessed by the clinic nurse. If reddened or sinus drainage is observed, fluids may be encouraged. If blisters or swollen tonsils are observed, a parent will be contacted.
2. Generic Tylenol, Motrin, and Antacids will only be given to students with signed consent forms from the parent. These are provided for OCCASIONAL use only. The medication will be given based on the student's symptoms and at the nurse's discretion. If a frequent amount of over-the-counter medication is needed, the nurse may request a doctor's order per his/her discretion.
3. Over-the-counter medicines such as cough syrup, antihistamines, decongestants, etc. may be given at school, if absolutely necessary. The parent must sign the permission form AND provide the medication. The

medication must be in the original container, labeled with student's name, and brought to the school nurse with instructions (dose & time). We do not encourage giving medicine at school when doses can be given at home or if it will make a student drowsy or impaired.

4. Stomach aches: a very frequent complaint, often exaggerated, and difficult to medically evaluate. If child states vomiting, there must be verification from school staff. If the student has been in clinic for 20 minutes without fever, vomiting, or diarrhea, he/she may return to class.

5. Headaches: If student reports to the clinic with a headache and has not eaten or hydrated, crackers and water will be offered. If no improvement is noted, the student may rest in the clinic for up to twenty minutes. Exceptions to this would be a written diagnosis of migraines or other medical condition that includes frequent headaches. Parents, please talk with your school nurse if there is a history or medical problem so that special adjustments can be made. Frequent reasons students may complain of a headache and be sent to the clinic during class: Hunger? Dehydration? Allergies? Sensitive to smells? Eye strain? These are not emergent and can wait until the end of class. Headaches are a very frequent complaint and hard to evaluate in the school clinic setting.

6. If a student requires a water bottle for a medical need, a doctor's note is needed.

7. Earaches can be a common complaint, especially among the elementary age. A child may be kept in class unless there is evidence of inflammation, drainage, or the child is running a temperature with the ear pain. The school nurse can report symptoms, but cannot diagnose an ear infection; therefore, the child may need to be evaluated by a physician for further treatment.

8. Dry chapped lips are not a medical necessity and do not need to be seen in the clinic unless sores or bleeding are evident. Students will be allowed only one (1) trip to the clinic for Vaseline. Parents are encouraged to provide Chapstick/Vaseline, especially in the winter season.

9. Splinters will be removed if visible and accessible with tweezers. They will not be "dug" out. A Band-Aid may be given and a call may be made to the home to alert parent/guardian of the splinter.

10. Pink Eye: if suspected, the child will be sent home and will need to be evaluated by a doctor for evaluation & treatment. If it is diagnosed as Pink Eye, the child may return to school after 24 hours of treatment with appropriate medicated eye drops.

11. Students with draining wounds that cannot be covered with appropriate bandages will not be allowed at school.

12. Head Lice: If lice/nits are visible, parents will be notified for treatment. Data does not support exclusion for nits.

13. All head traumas will be reported to parent/guardian immediately.

14. Ringworm: If the area is a place where it can be covered up by a bandage, the student may remain in school and the parent will be notified for evaluation and to start treatment. Students may return to school after appropriate medical treatment is started and the area is covered.

15. Chicken pox: All students with open/draining lesions will be excluded from school. They may not return until ALL lesions are crusted & healing.

16. Scabies: If scabies is suspected, your child will be sent home for evaluation from a medical professional for diagnosis and treatment. Students may return to school after scabies has been treated.

17. Rashes: If allergic reaction is suspected, the parent/guardian will be notified. A student at risk for respiratory difficulty may receive Benadryl with parent permission. The student will need to follow up with his/her physician immediately for plan of care of student's condition. If not life-threatening, the student may receive Benadryl with parent's permission and a written physician's order. The student may remain at school if parent chooses. Rashes of unknown origin will be reported to parent and treated accordingly.

18. We do have feminine hygiene products available for emergencies; however, we should not be used as the main supply to students each month. Please assist your child in planning ahead. Remember, we have a limited budget allotted each year as well.

19. Students will be sent home for fever greater than 100. They must be fever free for 24 hours, without the use of fever-reducing medication, before returning to school.

20. If a student is sent home for vomiting or diarrhea, they must be symptom free for 24 hours prior to returning to school.

#### Guidelines for Medications at School

- **All medications should be given at home unless otherwise directed by a Physician**
- Any student needing to take medication during school hours must have a signed Request for Medication Authorization form completed by the parent and physician/prescribing healthcare provider.
- All medication must be in the container in which it was dispensed by the pharmacist.

- The medication and Medication Authorization form should be brought together to the school by a parent or responsible adult.
- School personnel may not give over-the-counter medications unless prescribed by a healthcare provider. A Medication Authorization form must be completed.
  - No new medication can be given until the school nurse has checked it in.
  - Routine injectable medication can only be given by a school nurse, parent (or parent-designated adult), or self-administered by the student.
  - Changes in medication must be provided by the healthcare provider.
  - Medication ordered three times a day or less may not need to be taken at school. The medication should be given before school, after school and at bedtime unless it is time-specific for during the school day.
  - **Morning medication should be given at home.**
  - We have special forms for students who self-carry inhalers for asthma or epinephrine auto-injectors for serious allergic reactions.
  - All medication orders must be renewed each school year.
  - Unused medication should be picked up by the parent at the end of the school year. Medication not picked up will be discarded.