

FROM 2021-2022 Student Handbook (pp. 28-32)

Health Services

A professional, licensed nurse is assigned to each school and is knowledgeable in providing first aid, medication administration, appropriate screenings, illness and disease assessment, medical and dental referrals and more.

Health Condition(s) Information

The following guidelines should be followed concerning any students with special health conditions/concerns:

A “Student Health Inventory” form should be completed by parent/guardian at time of enrollment and updated annually or as needed.

- Parent/guardian should notify the school nurse or principal of any health concern that could require emergency services, interfere with the student’s education process or require interventions throughout the school day.
- Students requiring medical accommodations throughout the school day (including, but not limited to: physical education, dietary conditions, physical limitations, and/or medical interventions) must have on file a statement from their licensed medical provider stating such each school year.
- It is strongly encouraged that parent(s)/guardian(s) follow a pattern of having regular medical and dental screenings for their child.

Enrollment

Missouri State Statute requires all students to have on file evidence of compliance in relation to immunizations prior to attending school (See Policy JHCB). Parents/guardians should bring immunization records or proof of exemption at time of enrollment and additional immunizations as required by state law.

Illness and Injury

Every day, before coming to school, parents/guardians must ask their child if they have any of the following:

COVID-19 related symptoms and/or close contact with a person positive for COVID-19:

Fever (temperature of 100.4 degrees or greater) or chills

Cough

Shortness of breath or difficulty breathing

Fatigue

Muscle or body aches

Headache

New loss of taste or smell

Sore Throat

Congestion or runny nose

Nausea or vomiting

Diarrhea

Close contact with a person with COVID-19 in the last 10 days

Additionally,

- Symptoms related to possible communicable disease (skin rashes, redness of eyes, swollen glands, etc.)
- Excessive drainage from eyes, ears, persistent earache, constant cough; or painful sore throat accompanied by enlarged lymph nodes
- Students with (or having the potential to transmit) an acute infectious disease or parasite
- Head lice and/or nits

Students who have had any of the above symptoms in the past 24 hours must stay home from school until symptoms resolve without medication to relieve symptom(s).

- Students who have taken any fever-reducing medications such as Tylenol or Ibuprofen in the past 24 hours must stay home until fever-free without the use of medication for 24 hours.
- Students who feel healthy but have recently had close contact with a person with COVID-19 must stay home and monitor their health until 10 days after their last exposure.

A student will be sent home with any of the following:

- Temperature of 100.4 degrees or more
- Nausea, vomiting, and/or diarrhea
- Symptoms related to possible communicable disease (skin rashes, redness of eyes, swollen glands, etc.)
- Excessive drainage from eyes, ears, persistent earache, constant cough; or painful sore throat accompanied by enlarged lymph nodes
- Students with (or having the potential to transmit) an acute infectious disease or parasite
- Head lice and/or nits

If a student is sent home from school due to illness, the student must remain at home for the full school day following the day dismissed. In addition, the student must be symptom free without administration of any fever reducing medications or other medications to relieve symptoms for at least 24 hours before returning to school.

If a student is sent home with COVID-19 like symptoms, the student may return when student has:

- Resolution of fever without the use of fever-reducing medications for at least 24 hours **and**
- Improvement of symptoms without use of medication to control symptoms, **and**
- Written documentation of differential diagnosis (allergies, ear infection, strep, contact dermatitis, etc.) from MD/DO/NP including a statement from the provider regarding not recommending COVID-19 testing.

If the parent/guardian does not choose to contact the student's provider for symptom evaluation and/or seek COVID-19 testing, the student is excluded for 10 days.

Students returning to school after injury, including concussion and/or surgery with crutches, casts or slings should present a physician release to return to school along with a written request for any necessary modifications or accommodations.

Please discuss any questions regarding when to return to school with the school nurse and/or contact Health Services.

Head Lice Absence/Exclusion

It is the expectation of Springfield Public Schools that students excluded for head lice/nits should be treated immediately and return promptly back to school. Students should not stay home for an extended period related to head lice.

When initially excluding a student for head lice, the school nurse or designee will notify the student's parent/guardian to pick up the child and will provide treatment instructions to the parent/guardian. The student may return to school after treatment and nit removal (This could be the same day of exclusion). Upon return to

school, the school nurse or designee will check the student's hair before the student can return to class. If lice or nits are still present, the school nurse or designee will send the student home for further treatment.

If the student does not return to school on the day following exclusion for head lice, the Attendance Advisor will contact the parent/guardian and/or will make a home visit.

Absences for students not returning on the day following the initial head lice exclusion will be coded Elective.

Students becoming ill or injured at school should ask the staff in charge to send them to the school nurse or designee. Parents/guardians (or emergency contact individuals) of students who become seriously ill or injured during the school day will be notified. Emergency telephone numbers must be available and kept current. In the event of a serious accident or illness where the parent/guardian or other emergency contact individual(s) cannot be reached, an ambulance will be called and the student will be transported to the nearest hospital emergency room. When it seems advisable, the student will be accompanied by a staff member. Additional staff will continue to attempt to reach the student's parent/guardian. Parent(s)/guardian(s) are held responsible for any costs involved.

Medication Policy

The district is not legally obligated to administer medication to students unless specifically included in a Section 504 plan or an individualized education plan (IEP). Parents/Guardians are encouraged to submit any relevant information regarding the medications their student needs, including a diabetes medical management plan or other information the district may use to develop an IEP, Section 504 Plan or individualized health plan (IHP). The district will review all information submitted by the parents/guardians and work with them to create a plan to meet the student's medical needs while at school or school activities. The district retains the right to reject requests for administering medication unless required by law to do so. The parent/guardian must assume responsibility for informing district personnel of any change in the student's health or change in medication.

District personnel will not knowingly administer the first dose of any medication except for the medications that are only used in an emergency situation. The student should be under the care of the parent/guardian for a minimum of two hours after the first dose of any new medication prior to the student attending school.

The principal and nurse of a school are responsible for safe medication procedures that include:

1. Communication to parents/guardians regarding the medication policy.
2. Provision of safe, locked storage of medication to prevent misuse or accidental ingestion.
3. Education and supervision of personnel designated to administer medications on the proper use of medications, proper procedures for administering medications, effects of medications and proper disposal of unused medications and/or syringes.

In accordance with law, any trained or qualified employee will be held harmless and immune from civil liability for administering medication in good faith and according to standard medical practices. A qualified employee is one who has been trained annually by the school nurse to administer medication according to standard medical practices.

Exception for Potentially Harmful Administration

The district shall not knowingly administer medications in an amount exceeding the recommended daily dosage listed in the *Physician's Desk Reference (PDR)* or other recognized medical or pharmaceutical text or administer medications that are not FDA approved. In some cases, the district may receive a request from an authorized prescriber that is outside the aforementioned parameters. Such cases may include, but are not limited to, situations in which the district is being asked to administer a medication in a dosage that exceeds the highest recommended dosage listed in the current edition of the PDR or other recognized medical or pharmaceutical text. When a nurse receives a medication order believed to be excessive, the director of health services will be notified and the parent/guardian will be informed of the process. The director of health services will contact members of the medical advisory committee by written or oral communication. Members of the medical advisory committee shall include, but are not limited to, the district physician, health services

coordinator and school nurse. When a decision is made to administer or not administer medication, the parent/guardian will receive written notification within seven days of the decision. Alternative arrangements may be made by the parent/guardian for administration of medication to their child.

Early Childhood, Elementary and Middle School Prescription Medication Guidelines

The student's authorized prescriber shall provide a written request that the student be given medication during school hours. The request shall state the name of the student, name of the medication, date prescribed, diagnosis, dosage, frequency of administration, route of administration, termination date for administering the medication and the authorized prescriber's name. When possible, the authorized prescriber should state any adverse effects and any applicable emergency instructions.

In lieu of the authorized prescriber's written request, the district may accept a prescription label properly affixed to the medication in question. The label must contain the name of the student, name of the medication, date, dosage, frequency of administration, route of administration and authorized prescriber's name.

Unless otherwise authorized in this policy, the parent/guardian will provide a written request that the district comply with the authorized prescriber's request to give medication.

The medication must be in the original container and be a current prescription with a proper label. A parent/guardian or responsible adult shall deliver the medication to the school in the current prescription bottle or original container.

Early Childhood, Elementary and Middle School Over-the-Counter Medication Guidelines

Students are not to bring any over-the-counter medication to school. Over-the-counter medications must be delivered by a parent/guardian or responsible adult in the original container and will be administered according to the affixed instructions on the label unless an authorized prescriber requests in writing that the medication be administered differently.

Three doses of over-the-counter medications may be given at school with written permission obtained from the parent/guardian. Administration of over-the-counter medications beyond three doses shall require a written order from the student's authorized prescriber. Administration of over-the-counter medications may be delegated to a qualified person following the nurse's assessment that the medication is appropriate and indicated in each instance.

The written order for medication must include the name of the medication, time interval, dosage, route of administration, specific indications for administration of the medication and any contraindication for giving the medication.

Unless otherwise authorized in this policy, written permission must be obtained from a parent/guardian to administer medications that have been ordered by the authorized prescriber. This permission must be renewed at least annually.

The parent/guardian will be notified, in advance when possible, when over-the-counter medications are administered.

District personnel do not provide any personal medications to students at any time.

High School Prescription Medication Guidelines

The student's authorized prescriber shall provide a written request that the student be given medication during school hours. The request shall state the name of the student, name of the medication, date prescribed, diagnosis, dosage, frequency of administration, route of administration, termination date for administering the

medication and the authorized prescriber's name. When possible, the authorized prescriber should state any adverse effects and any applicable emergency instructions.

In lieu of the authorized prescriber's written request, the district may accept a prescription label properly affixed to the medication in question. The label must contain the name of the student, name of the medication, date, dosage, frequency of administration, route of administration and authorized prescriber's name.

Unless otherwise authorized in this policy, the parent/guardian will provide a written request that the district comply with the authorized prescriber's request to give medication.

Prescription medication that is to be taken for two weeks or less may be carried and self-administered by the student after receipt of written permission by a parent/guardian. Only a daily dose may be carried, and it must be in the prescription bottle or original container. However, controlled substances may not be carried or self-administered during school hours, on district grounds, while on district transportation or during district-sponsored activities. A parent/guardian must bring these medications to the school nurse.

Secondary students taking prescription medication on a daily basis for longer than two weeks must have a written request from the authorized prescriber, and the medication must be kept in a locked cabinet in the nurse's office.

High School Over-the-Counter Medication Guidelines

High School students may carry and self-administer a daily dose of over-the-counter medication if a parent's/guardian's written request is on file in the nurse's office. Over-the-counter medication that is to be given by the nurse must have a written request from an authorized prescriber on file in the nurse's office if more than three doses are to be given during the school year. The medication must be in the original container. District personnel do not provide any non-prescription medications at any time to students.

Possession and Self-Administration of Medication (K-12)

The district will permit a student to possess and self-administer medications in accordance with an IEP or Section 504 plan or in accordance with state law allowing students to possess and self-administer medications for a chronic health condition. Permission to possess and self-administer medications may be revisited if there is evidence that the student is not handling or administering the medication appropriately or that the student's actions may be harming his or her own health or the health and safety of other persons. Such permission is required for students to possess and self-administer medications while at school, at a district-sponsored activity and on district-sponsored transportation. Such permission shall be effective only for the same school and school year for which it is granted.

Medication by Injection (Pre-K-12)

An individual healthcare plan (IHP) and emergency action plan (EAP) will be developed for all students with a known health condition such as allergies or diabetes that requires medication by injection (e.g., epinephrine, glucagon or insulin). The IHP and EAP will include the authorized prescriber's orders and parent/guardian authorization and

Consequences

Students who possess or consume medications in violation of this policy while on district grounds, on district transportation or during a district activity may be disciplined up to and including suspension or expulsion. Employees who violate this policy may be disciplined up to and including termination.

For complete Board Policy see Policy JHCD, *Administering Medications to Students at School*.

Screenings

Vision, hearing, dental, height, and weight screenings are provided for students in kindergarten, first, third and fifth grade and for any student referred by a teacher or parent. Scoliosis screenings are done annually by parental consent for sixth grade girls, eighth grade boys and others as requested by parent and medical provider. Parent/guardian should notify the school nurse of Health Services if choosing not to allow child(ren) to participate in screenings.

Homebound Education

May be provided virtually for any student who cannot attend regular classes for an extended period of time due to illness or injury (grades K-12). Contact Health Services for further information.