

September, 2009

Dear Parents,



Welcome to another school year to the following volunteer members of the Health Room Staff:

Melody Bennett
Abby Cronin
Patricia Feagan
Valerie Gerlach
Lynn Hauser
Karen Howard
Jennifer Knapp

Angela Lloyd
Laura Meier
Shannon Miller
Jill Mueller
Lisa Murphy
Mary O'Brien
Lisa Pemberton

Mary Randazzo
Donna Rempe
Kathleen Risley
Anita Sainato
Kim Sieli
Becky Watson
Janice Zerega

Attention RN's:

If you are interested in working in the Health Room for two hours, approximately once every other month, please contact the Health Room. Health Room duty relieves you of cafeteria duty. Volunteers must be in compliance with Protecting God's Children requirements.

Barb Ford or Annie Hildebrand will be in the Health Room from 7:30 – 3:15 p.m. daily. Volunteers will assist from 11:00 a.m. – 1:00 p.m. daily. The purpose of the Health Room is to provide immediate minor medical care, educate about health issues, and to provide communication between school and parents concerning medical problems during the school day.

Nutrition: In the interest of the health and fitness of our students, snacks and birthday treats should be nutritious. **Specifically, heavily frosted cookies or cupcakes, doughnuts and candy should be avoided.** Teachers will distribute a healthy snack idea list.

This is the St. Louis Archdiocese Medication Policy we follow:

Most medications that children require do not need to be given at school. Any medication that is given three times a day should be given at home (morning, after school, and bedtime) unless the physician orders otherwise. The school will not administer the first dose of any medication. If a medication (prescription or over-the-counter) must be given at school, the parents must follow these requirements:

1. Two emergency cards must be on file, one in the School Office and one in the Health Room.
2. There **MUST** be a written physician's order for any medication. A current prescription label on the container will serve the same as a physician's order. An order may be faxed.
3. Written permission must be provided by the parent/guardian requesting that the school comply with the physician's order. Forms are available at school.
4. Prescription medication should be brought to school in a container appropriately labeled by the pharmacy. Non-prescription medication must be in the original container. Ideally, the parent will have two containers, one for home and one for school.
5. If there is **ANY CHANGE** in the dose or timing of the medication, the physician must submit the change in writing. This may be faxed or mailed to the school. A parent may not give permission to administer medication differently than the physician's order except to discontinue the medicine. In that case, a physician's order is required to restart the medication.
6. The school has the right to call the physician to clarify a medication order.

If your child requires something for headaches or orthodontic pain, cough syrup for a cough, Advil for cramping, etc... you will need a physician's order. You may want to contact your physician and have him/her mail the order to you, or fax it to Holy Infant at 636-227-9184. Having the order in place will save your child from needing the medication and not being able to get it. The over-the-counter medications must be supplied by the parent in their original container, except, in the interest of saving

time, Tylenol regular strength, Tylenol Extra Strength and Advil tablets will be stocked in the Health Room.

Emergency Cards (*two per family*) are our lifeline to you or your alternate when we need to reach you. **BOTH CARDS** must be filled out on **BOTH SIDES** and returned by Friday, September 10, to the Health Room. One card is kept in the Health Room; the second is in the School Office. We require both. Please include any beeper, pager, cellular, or voice mail numbers as well. The information provided on this card allows us to provide quality care for your children. Please provide us with a dependable alternate in case you are unable to pick up your child. Out-of-town relatives are of limited help in minor emergencies such as fever, etc. Please provide names of neighbors and friends in our area.

Absences: Please call the school each morning (between 7:30 and 8:30 a.m.) to report the reason for your child's absence. In the interest of safety, the nurse may call you to check on an absent child if you do not call in.

Health Records are kept on each student. We require physicals for kindergarten, third and sixth grade. If immunizations have been updated, please send a note from the doctor or medical facility to the Health Room. Students not properly immunized will not be allowed to stay in school! This is the law!

Programs: During the school year we will be providing various screenings including vision, hearing, and scoliosis. Health related programs will include CPR training in 8th grade; a hand-washing and getting ready for school program in kindergarten and first grade; maturation for 4th grade girls and 5th or 6th grade boys. Also included will be a wellness program with emphasis on nutrition and being smoke-free.

When to keep a student from school or send a student back to school:

- **A student who has had a fever 100.0 degrees or higher within the last 24 hours cannot come to school. The student may return to school when he/she has been fever-free for a full 24 hours without the use of fever-reducing medicine. This is especially important due to the swine flu threat this year.**
- A student who has vomited since midnight should not come to school. *The student may return to school when he/she has not vomited for 12 hours.*
- A student who has had 3 bouts of diarrhea and is still complaining of a stomach ache should not come to school.
- A student who has clear or yellow drainage from the eye and crusting on the eyelashes upon awakening should not come to school. *The student may return to school when a physician has ruled out conjunctivitis (pink eye).*
- A student who has a rash of unknown origin should not come to school.
- *A student who has chicken pox may return to school when no new pustules are forming and all existing pustules are scabbed and dry.*
- *A student who has strep throat may return to school when three doses of antibiotics have been administered and the student is fever-free. Note:* Please be absolutely sure to complete the antibiotic treatment so the strep does not "recycle". Do not share the amount of medicine intended for one student with more than one student. No one will get enough of the antibiotics to affect a cure and it is likely that all will be ill again within a week.
- *A student with head lice may return to school after treatment is completed and the student is nit-free as determined by the school nurse on the morning of return. Note:* Head lice are a fact of life in elementary schools. Your cooperation is essential in preventing the spread of this pest. Please report cases of head lice to the Health Room so screenings can be performed and the necessary notices distributed. Confidentiality is carefully maintained.

Safety Reminder: Children riding bikes to school must wear helmets. Head injuries can be reduced by 85% simply by wearing a properly fitted helmet.