



At The Windward School, a Registered Nurse is on duty every school day on each campus.

The Windward School requires a current Physician's NYS Health Examination Form for **ALL NEW** entrants, all students entering **Grades 1, 3, 5, 7 & 9** and **ANY student in grades 5 – 9 wishing to participate in any after school Athletic Program.**

\*Current physicals are due by August 16, 2019. An annual exam is recommended for students in other grades. Please upload a copy of the report to your students SchoolDoc profile.

\*A current physical is one that is administered not more than 12 months prior to the commencement of the school year. The date of examination for athletes wishing to participate in any interscholastic or intramural sport program must be administered less than one calendar year from the date the sport begins. Any injury or significant illness sustained after the date of examination nullifies the physician's clearance and will require further medical documentation in order to be cleared for sports participation.

### COMMUNICABLE DISEASES/ IMMUNIZATION REQUIREMENTS

New York State Public Health Law requires all students be **immunized according to mandated guidelines**. Regardless of the state you reside in, The Windward School must receive proof of immunization for all required doses. **Without proof of the required immunizations, your child cannot start school in September.**

Proof of immunization must be **any 1 of the 3** items listed below:

- An immunization certificate signed by your health care provider
- Immunization Registry report (NYSIIS or CIR from NYC) from your health care provider or your county health department
- A blood test (titer) lab report that proves your child is immune to the diseases

For varicella (chickenpox), a note from your health care provider (MD, NP, PA) which says your child had the disease is also acceptable.

***Medical exemptions to immunizations must be renewed annually.***

**If your child contracts a communicable disease, the school must be told at once so that other parents can be notified.** The child may return to school when they are no longer contagious. **A physician's note may be required.**

### INTERSCHOLASTIC ATHLETICS

The Windward School offers the students a program of Interscholastic Athletics. According to New York State laws and New York State Physical Health Agency regulations, all athletes must meet the basic physical education requirements to be a team member. All 5<sup>th</sup> through 9<sup>th</sup> grade students are eligible to participate on an athletic team. An athletic packet with all forms necessary for eligibility needs to be completed. Please note: ***All athletes are required by New York State to pass a specific medical examination.***

**Option 1:** Personal physician examinations are accepted and should be completed on the NYS Health Examination Form. **This documentation must then be reviewed and approved by The Windward School Physician.**

**Option 2:** In late August or early September, depending on the doctors' availability, exams are offered by The Windward School physician by appointment only. Parent/Guardian permission and paperwork must be completed and signed before the exam.

### MEDICAL EXCUSES

If your child is unable to fully participate in physical education, recess, or other school activities, a **doctor's note** must be submitted to the health office at the **beginning of the school day**. This note should include the following information and is subject to a **monthly update**:

1. Diagnosis
2. Specific physical limitations
3. Beginning and ending dates of restriction

### MEDICAL INFORMATION

It is vital that the nurse be informed of any short or long-term medical condition that may affect your child during the school day. Please notify the nurse of any medications that your child is using, seasonal, food and/or other allergies, and any special needs.

### KEEPING CHILDREN HOME

Children are to be kept at home if the following symptoms are present:

- green/yellow mucous production
- vomiting, diarrhea or stomach pain
- fever over 100 F.
- persistent cough or chest pain
- pink or crusty eyes
- suspicion of a communicable disease.

**Remember, your child must be without fever, vomiting or diarrheal illness for a 24 hour period without the use of medication before he/she returns to school.**

### PICKING UP SICK CHILDREN

If a child becomes ill during the school day, parent/guardian will be called to take the child home. If the parent/guardian is unreachable, the school will contact others listed in the Emergency Contacts. The school does not have the facilities to care for a sick child for the duration of the school day. **A designated responsible adult is expected to arrive within an hour of being called.**

### HEALTH OFFICE EMERGENCY INFORMATION

It is imperative that the information listed in SchoolDoc be kept current. When listing others besides parent/guardian, it is helpful to include adults who drive, are available, and reside within a reasonable distance of the school. Please list home, cell phone and work numbers. **It is also suggested that non-driving caretakers be left emergency cab fare.**

### FIRST AID

Minor first aid will be given in school and the parent will be notified if necessary. In an emergency, if the parent cannot be reached, the child will be taken to the nearest hospital, and the family physician will be notified.

**If your child sustains an injury at home, please notify the health office so that appropriate accommodations may be made for your child.**

### MEDICATION

Only the school nurse or authorized school personnel may administer prescribed or over the counter medication, **including Tylenol and Advil**, if the following conditions are met:

1. The parent/guardian and a physician have signed an administration of medication form.
2. The medication is brought in by a responsible adult in the original container, including any over the counter medication.
3. Asthmatics may carry their own inhalers and allergic students may carry their own Epi-pen if they are self-directed. A signed administration of medication form must be kept on file at the health office. All other medications must remain in the health office.

### ALLERGY INFORMATION

If your child has allergies to any medications, foods, insects, or other, please be sure the allergy form is on file in SchoolDoc. **The Windward School has a strict "No Nut" policy.** Any foods containing a nut product may NOT be brought into any of the 3 campus buildings.

*Due to certain respiratory allergies, we ask that perfumes and colognes not be worn during the day.*

### HEAD LICE

This school has a **"no-nit"** policy. If it is discovered that your child has head lice, you will be called to bring them home for immediate treatment. Before returning to class, your child must be examined by the nurse. Any nits will be considered a sign of contagion, and you will be asked to take your child home and complete the nit removal process.

### ASBESTOS INSPECTION NOTICE

An asbestos inspection of the campus, as required by law, has been completed, and Windward has received a satisfactory report. No work needs to be done at the school. Our AHERA Management Plan is on file and available for review in the business office from 9:00 a.m. to 3:00 p.m. on school days.