



Unionville Elementary School

1775 West Doe Run Road
Kennett Square, PA 19348

www.ues.ucfsd.org
610-347-1700

August 13th, 2019

Dear UE Students and Families,

My name is Stephanie Knight, and I am the school nurse at Unionville Elementary School. This is my fourth year working in the district and my second year at UE. In addition to school nursing, I have significant pediatric experience in the inpatient and outpatient settings. I fell in love with school nursing under the mentorship of the nurses in the district and was inspired to obtain my School Nurse Certification. Personally, I live in West Chester with my husband and two sons who attend school in the district. It is an honor to be part of the UE staff and a privilege to care for your children.

I want to take this opportunity to welcome new students and families to UE and welcome back returning students to the 2019-2020 school year.

Health service is an important part of our school system. How well your child learns depends on his/her well-being. Parents have the first responsibility for their child's health. The school nurse will help by giving first aid, administering prescribed medication, notifying parents of illness or injury, and providing education on health-related matters. These services are rendered for accidents and illnesses that occur during the school day. If you have any questions, please contact the nurse's office at 610-347-1700 x3509.

Yearly parents/guardians receive an email requesting an emergency/medical update via **Power School**. I urge you to complete this update in a timely manner, so that I have access to the most up to date medical information to best care for your child and can reach you in case of an emergency.

If your child has any of the following conditions please request the appropriate **emergency action plan** from your doctor and bring it to the school nurse as soon as possible: **diabetes, asthma, severe food allergy, anaphylaxis** (other severe allergy), or **seizures**.

If your student requires medication to be administered during school hours the following criteria must be met to accept medication:

* A completed "Authorization for School Medication Administration" which may be downloaded from the district's website under forms at <https://www.ucfsd.org/> or a written Doctor's order with his or her signature listing the name of the medication, time and dose to be administered. **All medication requires both the parent and physician signatures.**

*All medication is to be hand delivered by an **adult** (unless alternative arrangements are approved) to the nurse's office in the original container that is properly labeled along with the written Doctor's order as stated above. Additional information regarding the medication policy can be found at <http://www.boarddocs.com/pa/unconf/Board.nsf/goto?open&id=9VX7MR1A540C>.

*The above medication guidelines pertain to **prescription and over the counter medications** (except for the district's standing orders).

I will be in the office on August 21st during orientation and sneak a peek if you need to drop off any paperwork/medication or to say hello. If this date and time is not convenient for you, please reach out to me as I will be in the building other days and am happy to accommodate you.

I look forward to meeting you and partnering with you, promoting health and wellness.

Sincerely,

Stephanie Knight, BSN, RN
Certified School Nurse
sknight@ucfsd.net
610-347-1700 x3509