

# **GHCHS HEALTH OFFICE POLICIES**

## **HEALTH OFFICE INFORMATION**

The Health Office is open during classroom hours. It is staffed by two Registered Nurses, two School Social Workers, and a Clerk. Students with any physical or emotional health problem may come to the Health Office with a written pass from his/her teacher. The parent/guardian will be called if the student needs to go home. When picking up an ill student, the parent or guardian must come into the Health Office to sign the student out. If a student goes home due to illness, he/she may not return the same school day. Current emergency information **MUST** be on file at the school so that parents can be notified promptly in case of an accident or illness involving their child. No student will be released to any person not listed on the emergency card. Parents are encouraged to update their emergency information using the Home Access Center.

Conditions that require students to readmit through the Health Office with a doctor's note, are as follows:

1. A student returning to school with stitches, cast, crutches, brace, splint or sling.
2. A student returning to school after an injury, surgery, hospitalization, contagious illness, a mental health emergency.
3. A student returning to school after an absence for any prolonged illness which is defined as more than five days.

Parents must inform the Health Office for any absences days due to long term hospitalization, Drug/Alcohol Treatment Facilities, Eating Disorder Treatment Facilities, and Mental Health Facilities.

## **Immunizations**

New students will not be enrolled unless a written immunization record, provided by a physician, previous school or the health department, is presented at the time of enrollment and immunizations are up-to-date. Students who require additional vaccine doses or who lack a written record are not allowed a grace period. The immunization status of all students will be reviewed periodically. Those students who do not meet the State guidelines must be excluded from school until the requirements are met. Students who have been exposed to a communicable disease for which they have not been immunized may be excluded from school at the discretion of the health department.

A doctor, because of a medical condition, may exempt a student from some or all immunization. See the school nurse for details.

## **Physical Examinations**

Students enrolling for the first time in secondary schools are encouraged to provide the school with a report of a recent physical examination. Forms for this purpose may be obtained from the school nurse and the GHCHS website under health office forms and under Athletics.

Each student in grades 9-12 planning to try out for or participate in interscholastic athletics must pass a yearly physical examination by a licensed physician to comply with school policy and California Interscholastic Federation (CIF). Athletes will receive instruction for meeting the requirements from the coach and/or Athletic Director. Athletes are strongly urged to have this examination by their private physician. The completed form, signed, dated and stamped by a licensed physician, is to be returned to the school nurse for review at least 48 hours before tryouts. Approval by the school nurse is required before a student may participate in tryouts, practice and/or competition. A physical must be completed yearly for continued participation in athletics.

Parents/guardians will be notified of any findings in these mandated screening tests that require further attention. Hearing and vision screenings are required at specific intervals and grade levels in California. During the high school years, only hearing screening is mandated, and that is in tenth/eleventh grade. All 10th grade students will have their hearing screened, and as a courtesy vision screening will be done at the same time. These screenings will occur throughout the school year.

### **Medication**

Students may not carry or use any medication, including over the counter or prescription, at school without a written physician's order and parent/guardian consent and until cleared through the Health Office.

It is the policy of Granada Hills Charter High School that any pupil who is required to take medication prescribed (prescription or over the counter) during the school day may be assisted by the school nurse or designee when the school receives:

1. A written statement from the physician stating the method, amount and time that the medication is to be taken and
2. A signed consent of the parent or guardian of the pupil. The required form is available in the Health Office or on the GHCHS website under [Health Office Forms](#).

School staff, other than Health Office personnel, is not permitted to administer any medication at any time, with the exception of the emergency administration of epi-pens for severe allergic reactions. Students are allowed to carry and self-administer asthma inhalers and epi-pens for severe allergies once the required paperwork is received by the school nurse.

A student's parent/guardian is responsible for picking up any remaining medication at the end of the school year. If left in the Health Office after the last day of school, the medication will be destroyed.

### **PHYSICAL EDUCATION EXCUSES**

Students must bring parent or physician written physical education excuses to the Health Office before school starts for the day if the student needs to be excused from physical education. Parents may write excuses for up to three (3) days per semester for minor problems. Any physical education excuse for over three (3) days must be written by a physician. The student will be given a yellow physical education excuse form to be given to the physical education teacher. Students are responsible for making up any missing assignments.

The written note must state the date the student is permitted to return to school and recommendations regarding physical education classes or activity on campus. Students are encouraged to work with their doctor to identify specific physical activities that students can safely perform based on the nature and extent of the injury or illness. Please download modified PE form from this under Download Forms and bring with you to your physician.

A medical excuse (less than two weeks) from a physical education class may be granted to a student who is unable to participate in regular physical education curriculum for a temporary period of time due to illness or injury per physician's written recommendations presented to the Health Office. If medical excuse is longer than two weeks student will be moved to a modified PE class for the remainder of the semester.

Modified physical education curriculum could include, but is not limited to, written and/or research activities pertaining to physical education and health. Students are expected to complete all assignments as directed by the instructor.

## **MISCELLANEOUS HEALTH INFORMATION**

A student suspected of having a communicable disease will be excluded from school until guidelines for readmission are met. Students must be fever free for 24 hours without the use of fever reducing medicines before returning to school. The student must check in at the Health Office upon returning to school. A student with suspected conjunctivitis (pink eye) will be excluded from school and must return with a doctor's note.

An effort will be made to notify parents/guardians about school exposure to chickenpox. The parent/guardian of a student for whom chickenpox presents a particular hazard should contact the school nurse. Students at risk include those with conditions affecting the immune system and those receiving certain drugs for the treatment of cancer or organ transplants.

Blood donation drives in cooperation with the Red Cross or other agency may be held on senior high school campuses. Efforts will be made to notify parents/guardians of planned blood donor drives; however, the written consent of the parent/guardian is no longer required for participation of students 17 years or older.

School authorities may excuse any pupil in grades 7-12 from the school for the purpose of obtaining confidential medical services without the consent of the parent or guardian per C.E.C. Section 46010.1.

Students with a medical condition and who have been approved by the School's Health Office may be allowed to wear protective gear (hats, sun visors, and/or sunglasses) while outdoors at recess, gym, etc. However, Granada Hills Charter High School may regulate the type of sun protective clothing/headgear worn by students. Granada Hills Charter High School is not required to provide protective materials. Students are also allowed to use sunscreen (over the counter) as an allowable sun protection measure for his/her outdoor activities while at school.

### **Condom Availability Program**

Condoms may be obtained in the Health Office after school hours only at no cost to students who request them unless the parent/guardian withdraws permission by submitting a written letter to the Health Office. This is in an effort to decrease the spread of sexually transmitted disease including HIV. While the school does offer education that emphasizes abstinence as the only one hundred percent effective method of preventing infection, the proper use of a condom does provide protection against sexual transmission of the HIV/AIDS virus and other sexually transmitted diseases. In making condoms available GHCHS assumes no liability.

### **Health Insurance**

Children's Health Access and Medi-Cal Programs (CHAMP) provide information and assist parents to access health and insurance for their children ages 0-18. Parents can call a toll free Helpline at 1 (866) 742-2273. Students injured while involved in school related activities have additional insurance coverage through Granada Hills Charter High School. See the Business Office for details.

## **COMMUNITY RESOURCE GUIDE**

### **EMERGENCY MEDICAL AND MENTAL HEALTH SERVICES**

24 Hour Emergency Center .....	818-885-5396
Northridge Hospital Medical Center - 18300 Roscoe Blvd., Northridge .....	818-885-8500
Olive View/UCLA Hospital – 14445 Olive Dr., Sylmar.....	818-364-1555
Providence Holy Cross Medical Center – 15031 Rinaldi St., Mission Hills.....	818-365-8051

Psychiatric Emergency .....	818-364-4340
Valley Coordinated Children's Services.....	818-708-4500
Child & Adolescent Mental Health Crisis (M-F 8 a.m.- 5:00 p.m.)	

**HELPLINES**

Alateen .....	213-387-3158
Alcoholics Anonymous.....	323-936-4343
California Youth Crisis Line (Runaways and all other problems).....	800-843-5200
Child Abuse Hotline .....	800-540-4000
Didi Hirsch Suicide Prevention Center.....	877-727-4747
Eating Disorders Referral Service .....	800-931-2237
El Nido Family Services .....	818-830-3646
Fire, Police, Ambulance.....	911
Gay and Lesbian Youth Talkline.....	800-246-7743
Homework Hotline Teachers Helpline .....	800-527-8839
Info Line – General Info + Referrals .....	211
LA Rape and Battery Hotline .....	800-656-4673
Marijuana Anonymous .....	818-759-9194
Poison Control Center.....	800-222-1222
Safe Rides – Fri. + Sat. 10 p.m. – 2 a.m. ....	661-259-6330
San Fernando Valley Coalition on Gangs .....	211
Suicide Prevention Hotline.....	800-273-8255
Teen Line .....	800-852-8336
Valley Community Clinic .....	818-763-4070
Valley Trauma Center – Sexual Assault.....	818-886-0453