

## HEALTH SERVICES

School Health Service, an integral part of the educational program, as provided by certified school nurses, supplements the efforts of parents and health care providers to maintain and promote the health of students. School health services do not replace the parents' responsibility for obtaining health care for potential health problems to assure that a pupil's learning potential will not be lessened by physical or mental health obstacles. School nurses provide the essential liaison between the health and educational needs of pupils with chronic illness, disabilities, and psychological problems. School nurses provide the direction for care of pupils who become ill or injured at school, and assist with health policies of the school district. The school will cooperate with professional organizations associated with maintaining individual and community health and safety.

Teachers should observe signs of illness in children and report to the principal and school nurse at the very earliest time. Admission of children back into school following a contagious disease shall be based on the recommendations from Oklahoma State Department of Health as outlined in the Western Heights Schools Health Guide.

The following procedure should be followed in case of serious accidents, injuries or sudden illnesses:

- A. Administer first aid.
- B. Notify parents.
- C. Call school nurse or family doctor if unable to locate parents or other authorized emergency contact persons.
- D. If indicated, call 911 to transport to the emergency room of local hospital. Western Heights Public Schools does not assume the responsibility for the payment of ambulance, hospital or doctors fees.
- E. Complete accident report form and send copy to school office and Superintendent.

## CONTAGIOUS DISEASE POLICY

The Board of Education is concerned for the health and well-being of students and staff of the public schools.

While the general health and physical well-being of a student is the responsibility of the parent, the board believes that teachers and administrators should promote and encourage the maintenance of a healthy body and mind.

Oklahoma law prohibits any child afflicted with a contagious disease from attending a public, private, or parochial school until such time as the child is free from such contagious disease. Current Centers for Disease Control (CDC) guidelines dictate that children with fever should be kept home for 24 hours after the fever has subsided. Children may be excluded from school when it is believed necessary to promote the safety and well-being of all students and staff acquiring and/or transmitting a contagious disease which may or may not be life threatening.

## HEAD LICE

According to Oklahoma Statutes, "any child prohibited from attending school due to head lice shall present to the appropriate school authorities, before said child may re-enter school, certification from a health professional...or an authorized representative of the Oklahoma State Department of Health that said child is no longer afflicted with head lice."

The district assures compliance and following the recommendations of the Oklahoma State Department of Health.

Students who have been excluded from school with head lice are required to:

- A. Student must be rechecked in school clinic before re-admission to school.
- B. Student must have no bugs to be re-admitted.

### DISPENSING MEDICATION

Medication will be administered only if a current Medication Administration form is properly filled out and signed by a legal guardian. A. Prescription medication must be in the original container that states:

- 1. Name of medication
  - 2. Name of student
  - 3. Directions for administration of the medication
  - 4. Physician's name
- B. Over-the-counter medications must be in an unopened original container. Student's name must be written on the box/bottle. Dose must be appropriate for age and/or weight. Herbal or home remedies will not be permitted at school.
- C. Asthma rescue inhalers, anaphylaxis medications, or any other life saving medications that are prescribed by a doctor may be kept in the students possession when procedures are enforced as follows:
- 1. The parent or guardian must authorize in writing that the student is to self-administer
  - 2. The parent or guardian must provide the school with a written statement from the physician treating the student that the student is capable of, and has been instructed in the proper method of, self-administration of medication;
  - 3. The parent or guardian must provide the school with an emergency supply of the student's medication, prescribed by a physician and having an individual label;
  - 4. The school district will inform the parent or guardian that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student; and
  - 5. The parent or guardian must sign a statement acknowledging that the school district shall incur no liability as a result of any injury arising from the self-administration of medication by the student.
  - 6. The permission of self-medication is effective only for the school year for which it is granted and shall be renewed each subsequent school year, provided no misuse or misconduct regarding the student's use of the medication has occurred.

The school will provide a form to be completed by the parent/guardian and physician. The form will contain all the provisions of this policy as required by law and outlined in Section C above.

D. The parent or guardian will notify the school of any change in the administration of medication and will provide the school with a new prescription signed by the physician. Written/verbal changes from parents will not be accepted.

At the end of the school year, any remaining medications must be picked up by the parent or guardian. Medications cannot be sent home with the student. Any medication not picked up by the last day of school will be properly destroyed.

When medication to be administered by school personnel is brought to school, the following procedure should be followed:

- A. Medications in school must be properly stored and not readily accessible to persons other than the persons who will administer the medication.
- B. Each school in which medicine is administered shall keep a record of the name of the student to whom the medicine was administered, the date the medicine was administered, the name of the person who administered the medicine and the type or name and dose of medicine which was administered.
- C. A school nurse, administrator or the designated school employee shall not be liable to the student or a parent or guardian of the student for civil damages for any personal injuries to the students which result from acts of omission by the school nurse, administrator, or designated school employee in administering any medication pursuant to the provisions of this section.

### IMMUNIZATIONS

Oklahoma law provides that it is the “mandatory duty” of school officials to refuse admission to any school in the State of Oklahoma to any child who does not have the required certificate of immunization or exemption. “No minor child shall be admitted to any public, private, or parochial school operating in Oklahoma unless the parent or guardian can present to the appropriate school authorities certification from a licensed physician or the appropriate public health authorities that such child has received or is in the process of receiving immunizations... or is likely to be immune as a result of the disease.”

#### A. Immunization Requirements for School Entry in Oklahoma

All minor children in grades K-12 must present a certificate of required immunizations upon school entry. A list of required immunizations as authorized by the State Board of Health may be obtained from the school offices or from the City-County Health Department. Western Heights Public Schools will ensure that all enrolled students are in compliance with state requirements for immunization.

#### B. Evidence of Adequate Immunization

Acceptable evidence of adequate immunization is a record provided by a licensed physician or public health authority that clearly indicates which immunizations have been received, the dates they were administered, and the signature or stamp of the physician or public health clinic that administered the immunization or interpreted the child’s immunization history.

An official immunization record card is provided by physicians and public health clinics to parents and guardians as a record of their child’s immunization history. Other documents can also be accepted by the school. These include immunization records (provided by a licensed physician) which is appropriately signed or stamped; military records, or school health records from previous school attended.

In accordance with the Interstate Compact on Educational Opportunity for Military Children and pursuant to State law, students who are new to Oklahoma and who are the children of an active duty military member shall be given thirty (30) days from the date of enrollment to obtain any required immunizations.

#### C. Children in the Process of Receiving Immunizations

Children following a medically-approved schedule for completion of adequate immunizations may be allowed to attend school. Their parents or guardians are required to present a schedule for completion by the required authority. The schedule should outline a medically-approved

timetable for completion of the remaining immunizations. The parents should be informed that the schedule must be followed or the child will be excluded from school. School officials are responsible for monitoring the progress of required immunizations and for ensuring that parents remain in compliance with the prescribed timetable. For children who are new to Oklahoma and who are the children of an active duty military member, initial vaccinations in a series must be obtained within thirty (30) days or within such time as is reasonable determined under the rules promulgated by the Interstate Commission referenced in Section B above.

D. Lost Records

Lost or otherwise unobtainable records are not grounds for exemption. Parents who cannot obtain their child's health records should visit their family doctor or local health department clinic. The doctor or nurse can review the child's immunization history, provide any needed immunizations, and create a record for the parent.

E. New Students

Any student moving into Western Heights Public Schools must present acceptable evidence of immunization, or proper exemption, at the time of enrollment. Copies of immunization record should be made and attached to the student's enrollment records.

F. Non-Enforcement Penalties

Legal penalties for non-enforcement may include the administrator's being charged with willful neglect of duty, which is a misdemeanor punishable by fines of up to \$500, or imprisonment for up to one year, or both.

G. Exemption Procedures

The Certification of Exemption forms (ODH 216A) are available from the Immunization Program of the Oklahoma State Department of Health. Schools should maintain a small supply of Certificate of Exemption forms for parents and guardians claiming an exemption from the immunization requirements for their children.

It is the parent's or guardian's responsibility to obtain the signature of the family physician or religious leader and to complete the form. School officials must review the form to ensure that it has been properly completed and signed. This form is to be kept on file with the student's school records. School officials are requested to send one copy of completed form to the Immunization Program of the Oklahoma State Department of Health.

H. School Exclusion of Exempted Children During Disease Outbreaks

Un-immunized students attending school on the basis of an exemption due to medical contraindications or religious or personal objections to immunizations are at high risk for disease infection if exposed. Some of these children may also be at high risk of developing complications to infection resulting from vaccine-preventable disease. For their protection and for the protection of the community, these children may be excluded from school for the duration of any outbreak of vaccine-preventable disease. It is important that parents be informed of this possibility at the time the Certificate of Exemption is accepted by the school.

I. Recording of Immunization Records

All immunization dates are to be recorded in the school's electronic student information system; a copy of the immunization record (which was provided by the parent as proof of vaccination) shall be maintained in the student's cumulative record at the school site.

Revised: 05-04-92  
Revised: 04-05-93  
Revised: 01-09-95  
Revised: 01-18-99  
Revised 04-05-99  
Revised: 08-14-03  
Revised: 07-11-05  
Revised: 08-14-06  
Revised: 08-11-08  
Revised: 09-14-09  
Revised: 03-09-15  
Revised: 04-10-17