



## Central Islip Union Free School District

Board of Education & School District Policy Book

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Section	Section Title	Type
5000	Student Policies	Regulation
Policy	Policy Title	
5420-R	Student Health Services Regulation	

This regulation provides specific details about major areas of the district's student health services, such as immunization, medications, medical exams, medical care, emergency records, and return to school after injury/illness. For purposes of this regulation, the McKinney-Vento liaison shall assist homeless students covered by that law in accessing school health services. District regulation 5151-R covers unaccompanied youth who lack otherwise required parent/guardian permission.

**Immunization Against Communicable Diseases:** Under state Public Health Law 2164, in order to be enrolled in or attend district schools, children must be fully immunized against certain communicable diseases. Those diseases are: diphtheria, tetanus, pertussis, poliomyelitis, mumps, measles, rubella, hepatitis B, varicella (chicken pox). Pre-K students must also be immunized against Haemophilus influenza type b (Hib) and pneumococcal disease. Secondary students must be immunized against Meningococcal disease.

"Fully immunized" means that the child has either (1) received the required vaccinations for these diseases as set forth in state regulations; or (2) demonstrated having immunity:

1. for measles, mumps, and rubella – by showing a positive blood test for the disease antibodies;
2. for varicella – by showing (1) a positive blood test for the disease antibodies, or (2) verification by a doctor, nurse practitioner, or physician's assistant that the student had the disease;
3. for hepatitis B – by showing a positive blood test for the disease antibodies; and
4. for poliomyelitis – by showing a positive blood test for the disease antibodies for all three types (limited to tests performed prior to 9/1/19).

Children who are not fully immunized may only be admitted to school if they (1) are in the process of receiving immunization or obtaining blood tests; or (2) have been granted a medical exemption.

Medical exemptions may be issued if immunization is detrimental to a child's health. Medical exemptions must be on the medical exemption form approved by the New York State Department of Health or the New York City Department of Education, signed by a physician licensed to practice medicine in New York State indicating the specific immunization, the medical contraindication, and the length of time the exemption is for. Medical exemptions must be reissued annually to remain valid. The building principal may require supporting documents for medical exemptions.

All students under consideration for a medical exemption must provide a physical exam from their own physician.

All students must present appropriate documentation of their immunization status, as set forth in NYS Public Health Law Section 2164 and the Regulations of the Commissioner of Health 10 NYCRR Subpart 66-1. Homeless students will be admitted to school even if they do not have the required immunization records, but may be temporarily excluded if they show actual symptoms of a communicable disease that poses a significant risk of transmission to others. A good faith effort is to be shown for obtaining the required immunization records. The building principal may permit students without adequate documentation to attend school up to 14 calendar days while the parent/guardian furnishes the necessary documents.

This time period may be extended to 30 days for students transferring from another state or country, as long as they show a good faith effort to obtain the necessary documentation.

District schools staff with accounts may access the New York State Immunization Information System (NYSIIS) to verify the immunization history of students entering or registered in their district. The NYC Citywide Immunization Registry (CIR) is the web based immunization record for NYC.

When a child is excluded from school for immunization reasons, the building principal or their designee must notify the parent/guardian of their responsibility to have the child immunized, and the public resources available for doing so. The principal or their designee must also notify the local health authority of the child's name and address and the immunization(s) the child lacks, and

cooperate with that authority to provide a time and place for the required immunization(s) to be administered.

The district will maintain a list of all students who have been exempted from immunization for medical reasons, or who are in the process of receiving immunization, and will exclude such students from school when so ordered by the Commissioner of Health, in the event of an outbreak in school of the vaccine-preventable diseases listed in Public Health Law 2164 and the first paragraph of this section. The district will provide additional protections to students who are otherwise medically vulnerable. Students who are excluded or additionally protected will be provided with alternate instruction or remote learning opportunities to continue their education.

When a student transfers out of the district, the parent/guardian can be provided with a copy of their Immunization record showing the student's current immunization status. A transcript or photocopy of the immunization portion of the cumulative health record will be provided to the new educational institution upon request, after a signed release of information by the parent is received.

### **Administering Medication to Students in School**

The administration of prescribed medication to a student during school hours is permitted only when the medication is necessary to allow the student to attend school or failure to administer the medication would seriously affect the student's health.

Parent(s) or guardian(s) must present the following information:

1. a written order from a NYS licensed health care provider (e.g. physician, nurse practitioner or physician assistant) containing the following information: student's name, the date and name of the medicine, dosage and time to be administered, and list of possible side effects;
2. a written note from the parent(s) or guardian(s) giving the school nurse permission to administer the medication. For field trips and after school activities, a teacher, principal or other school staff may carry the medicine and supervise the Supervised Student who is taking medication; and
3. a medication request form (which includes the family doctor and parent signatures) must be filed with the school nurse.

### **Students who may carry and use certain medications**

Students are permitted to self-administer medication under certain circumstances, in accordance with state law and regulation. A student is

authorized to carry and use the following medications: rescue inhaler, epinephrine auto-injector, insulin, glucagon (and associated diabetes testing supplies), if the following conditions are met:

1. An authorized medical provider must provide written permission that includes an attestation that the student's diagnosis requires the medication; the student has demonstrated the self-administration of the prescribed medication effectively; the name of the medication, the dose, the times when it is to be taken, the circumstances which may warrant use and the length of time during which the student may use it; and
2. Written parental permission.

If a student is authorized to carry and use medication as described above, the parent/guardian is permitted to give extra medication and supplies that the district will maintain in accordance with the written directions submitted by the authorized medical provider.

All documents pertaining to student medication will be kept on file in the nurse's office.

The school nurse will ensure:

1. all medications will be administered by a licensed health professional unless the child is a Supervised Student or Independent Student;
2. medications will be securely stored in the Nurse's Office and kept in their original labeled container, which specifies the type of medication, the amount to be given and the times of administration; the school nurse will maintain a record of the name of the student to whom medication may be administered, the prescribing physician, the dosage and timing of medication, and a notation of each instance of administration; and
3. all medications will be brought to school by the parent(s) or guardian(s) and will be picked up by the parent(s) or guardian(s) at the end of the school year or upon the expiration of the medication, whichever is earlier. Any medication not picked up by the last day of school is disposed of according to NYSED Medication Disposal Recommendations.

An adult must bring the medication to school in the original labeled container from the pharmacy.

**Sunscreen:** Self-directed students are permitted to carry and apply sunscreen without a medical provider's order under the following conditions:

1. the sunscreen is used to avoid overexposure to the sun and not for medical treatment of an injury or illness, if sunscreen is required to treat a medical condition, the procedures for administering medication (above) apply;
2. the sunscreen is FDA approved for over the counter use; and
3. the student's parents or guardians provide written permission annually for the student to carry and use the sunscreen.

The school nurse will keep written permission for students on file and develop procedures pertaining to this policy.

**Administering medication on field trips and at after-school activities.** Taking medication on field trips and at after-school activities is permitted if a student is an Independent Student in administering their own medication. On field trips or at other after-school activities, teachers or other school staff may carry the medication so that the Independent Student can take it at the proper time.

If a student is going on a field trip but is not an Independent Student (i.e., fully aware and capable of understanding the need and assuming responsibility for taking medicine), then the district may:

- permit the parent or guardian to attend the activity and administer the medication;
- permit the parent to personally request another adult who is not employed by the school to voluntarily administer the medication on the field trip or activity and inform the school district in writing of such request; or
- allow the student's health care provider to be consulted and, as the provider permits, order the medication time to be adjusted or the dose eliminated.

If no other alternative can be found, a school nurse will attend the trip to administer the medication.

**Administering epi-pen in emergency situations.** The administration of epinephrine by epi-pen has become an accepted and extremely beneficial practice in protecting individuals subject to serious allergic reactions (e.g., individual has an anaphylactic reaction to a wasp sting or the ingestion of peanut butter).

Pursuant to Commissioner's regulations, registered professional nurses may carry and administer agents used in non-patient specific emergency treatment of anaphylaxis. The Board authorizes Non-Patient Specific Epinephrine orders to be used on any student or staff member having symptoms of anaphylaxis,

whether or not there is a previous history of severe allergic reaction. The medical director will oversee use of the auto-injectors, ensuring that designated staff are appropriately trained.

In addition, pursuant to SED guidelines, school nurses may provide training to willing unlicensed school staff members to administer the first dose of an epi-pen, prescribed by a licensed prescriber, to a child diagnosed with the potential for an allergic reaction. This is in the event of an emergency when the nurse is not available. Any employee willingly trained by the school nurse or at school expense may be assigned to field trips to replace the primary care provider when a school nurse is not assigned.

**Student Medical Exams** In accordance with Sections 903 and 904 of the state Education Law, requires each student have a physical exam upon entrance to school as well as for pre-kindergarten or kindergarten, first, third, fifth, seventh, ninth, and eleventh. If a physical, from their family physician or nurse practitioner or physician assistant, is not returned to school within thirty (30 days) of school, the student will be examined by the school physician or nurse practitioner. Findings are to be kept on record at the school on forms that can be obtained from the school nurse. In addition, the school will request a dental health certificate according to the same schedule for physicals.

A student may be excluded from the medical examination requirements because the child's parent/guardian holds a genuine and sincere religious belief which is contrary to medical examinations. The request for exemption must be in writing to the principal or designee.

In the event that the student's medical history reveals that they have a known life-threatening allergy, the school nurse, in conjunction with the family, student, child's teacher, and other appropriate staff, will develop and implement an individual health care plan which will guide prevention and response.

The district will work with students in the self-management of their life-threatening allergy, or other chronic health conditions, by:

1. Adequately training staff involved in the care of the child;
2. Assuring the availability of the necessary equipment and/or medications;
3. Providing appropriately licensed and trained health professionals on school premises, as required by law; and
4. Providing ongoing staff and student education.

**Illness or Injury in School** If a student becomes ill or injured in school:

1. The nurse will determine if the student should remain in the health office or return to class;
2. The nurse will call the parent, guardian or substitute parent if the student needs to go home. In general, a parent or guardian will pick up the student from school;
3. The nurse will contact the building principal if the child needs to be transported by bus to go home;
4. If there is to be a change in bus routing in order to carry the student home, that decision will be made by the administrator and the transportation supervisor;
5. If the route is to be changed, the transportation supervisor will inform the bus driver;
6. If no parent, guardian or substitute parent picks up the student at school, or if no parent/guardian or substitute parent will be home, the student will remain in the nurse's office until such time as a parent, guardian or substitute parent becomes available to assume responsibility for the child;
7. While in the nurse's office, to the extent possible, students showing symptoms of communicable diseases will be kept separate from students with non-transmissible illness or injuries, and the district will take measures necessary to minimize disease transmission (e.g., physical barriers, face coverings, heightened hygiene procedures).
8. If the nurse determines that the child can return to class, but needed some type of medical attention (i.e., a bandage for a minor scratch, a brief rest, etc.), the nurse, at their discretion, will notify the parent;
9. The nurse will maintain appropriate records of all student visits.

**Emergency Contact Card** All students will have on file a medical emergency record which states the name and telephone numbers of the following:

1. the student's parent(s) or guardian(s) at home and work;
2. the student's next of kin;
3. a neighbor;
4. the family physician;
5. preferred hospital, but EMS goes to the nearest hospital.

Students diagnosed with diabetes will have a written diabetes management plan maintained as part of the student's cumulative health record. The management plan will be developed in accordance

with state regulation and district procedures. Students diagnosed with asthma or other respiratory disease requiring a rescue inhaler, students diagnosed with life-threatening allergy or diabetes may have an emergency action plan

maintained as part of the student's cumulative medical record. The emergency action plan will be developed in accordance with state regulation and district procedures.

### **Student Return to School after Illness/Injury**

In general, students should be symptom-free before returning to school and resuming normal activities. In the case of communicable diseases, students must no longer be contagious. In some instances, (i.e. stitches/staples, a contagious condition, a fracture or broken bone, or on crutches or seen in a hospital emergency department) students may be asked to provide a note from their licensed health care provider or meet specific indicators before they return to school or participate in the full range of school activities. The final decision to permit participation rests with the school physician. The Superintendent, in consultation with public health authorities, the school physician, nurse and other appropriate staff, will develop protocols to address a student's return to activities when there has been a

serious illness or injury. Students may return to school when they are free of vomiting, rash, illness and fever without the use of fever-reducing medicine for at least 24 hours. To prevent the spread of disease, the district may extend the return to school without fever-reducing medicine to 48 or 72 hours to such as with COVID-19.

Adopted Date: July 11, 2011

Revised Date: October 12, 2021