



## School Health Service Management & Protocols

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## Central City Community School Health Service Management & Protocols

The Central City School District employs a part time nurse and health associate to treat injuries and illnesses that occur during the school day, manage student medical needs and administer medications during the school day.

## **Illnesses**

Each day many parents are faced with a decision: should they keep their sick child home or send them off to school? Children need to feel well to benefit from their school day – when they are ill, they are not learning. Sick children also expose others to illness. The following guidelines should be considered when making this difficult decision.

### **A student should remain home - and will be sent home from school - when he or she:**

- Fever of 100.4 degrees or higher – encourage rest & fluids - children should remain home until their temperature has been normal for 24 hours without the use of fever reducing medications (Tylenol or Ibuprofen/Motrin/Advil)
- Vomiting more than once within the last 24 hours – children should remain home until there has been no vomiting (without the use of medication) for a full 24 hours
- Diarrhea more than once within the last 24 hours – children should remain home until there has been no diarrhea (without the use of medication) for a full 24 hours
- Coughs almost constantly or complains of difficulty breathing
- Exhibits abdominal pain for more than two hours
- Has a moderate headache accompanied by body aches/pains or an earache
- Has sores on mouth or skin that are crusty, yellow or draining
- Shows symptoms of contagious diseases such as chicken pox, mumps, whooping cough, or strep throat
- Has constant runny nose with green or yellow discharge
- Has red eyes, especially with drainage, crusting or waking with eyes “stuck shut”
- Displays an unexplained skin rash or red eye (with or without crusting/drainage)

Keeping a sick child at home prevents the spread of illness in the school. It also allows the child the opportunity to rest and recover. A sick child cannot learn effectively and is unable to participate in classes in a meaningful way. Students may return to school after they are free of symptoms listed above, and when the student is able to participate comfortably in daily school activities.

### **Strep Throat:**

A severe sore throat could be strep, even without a fever. Other symptoms of strep throat include headache and upset stomach. Students with strep can return to school 24 hours after antibiotics are started, as long as no fever is present.

### **Pink Eye:**

Excessive tear production with itchiness, redness, puffy eyelids and especially with crusty or sticky eye discharge should be checked by a doctor before coming to school. The most common causes of conjunctivitis (pink eye) are bacteria, viruses and allergens – it is easily treated with prescription eye drops.

### **Rash:**

A child with an unidentified rash that is spreading, draining, and/or getting worse over time should be kept home and checked by a doctor. Rashes can have numerous causes, and may be contagious – persistent, unidentified rashes should be evaluated since, depending on the cause, they might not clear up without proper treatment. A rash combined with a feeling ill is a sign of infection.

A rash combined with itchiness is a sign of an allergic reaction. Poison ivy and allergic reactions are not contagious, and children may attend school as long as they are comfortable enough to benefit from their school day.

### **COVID:**

Students that test positive for COVID should be kept home according to current CDC, states and local guidelines. Students that live with or have been in close contact with an individual that has tested positive for COVID are advised to consider staying home and monitor for symptoms.

### **Communicable Diseases**

Please notify the school nurse if your child is diagnosed with a communicable disease. Refer to the *Common Childhood Illness & Exclusion Criteria* posted on the Central City Community Schools website - the chart lists communicable

diseases, main symptoms, the interval between exposure and first symptoms and the minimum exclusion time from school.

### **Persistent Symptoms:**

The following will be evaluated on a case-by-case basis, and parents may be called to pick their student up:

- Persistent earaches, toothaches, headaches, stomachaches, nasal congestion, sore throat, or cough
- Pain from an injury that disrupts the student's learning
- Symptoms that pose a risk of illness to others, or
- Other issues that cause a student to visit the Health Office multiple times during a single school day

The above illnesses should be given serious consideration, and any child with these conditions should not be sent to school. **If your child will be staying home sick from school, please call the building secretary and report the illness.** Please also be sure to let the nurse's office know if your child has a reportable illness, such as flu, COVID, chickenpox, measles, etc.

### **Illness and Injury Management at School:**

**Prevention is key to avoiding illnesses.** Common sense can go a long way toward preventing illness - teach your child the basics of good hygiene:

- Clean your hands. Remind your child to wash his or her hands before eating, after using the toilet and after blowing his or her nose. Suggest soaping up for as long as it takes to sing the "Happy Birthday" song two times.
- Cover your mouth and nose when you cough or sneeze. It is best to use a tissue. If you cannot reach a tissue in time, cough or sneeze into the crook of your elbow.
- Keep your hands away from your eyes and out of your mouth; hands are often covered in germs.
- Avoid sharing cups and/or food with other children.

Students who become ill or injured during the school day must get a pass from their teacher prior to going to the school's health office. The nurse's office will contact the main office if a student is being sent home ill – a student may not simply leave school because he/she doesn't feel well. If your child texts or calls you from school telling you that they are sick, please have them visit the health office so they can be evaluated.

### **If a child becomes sick or injured at school:**

- Parents will be notified of any illness that meets exclusion criteria or injury in need of immediate care – we will call the phone numbers that were listed when the student was registered online through PowerSchool. Please let the office know if there are changes in the way we need to contact you.
- It is the parent's responsibility to arrange for the child's transportation home from school within 30 minutes of the notification call.
- Please designate at least two additional people for emergencies in case we are unable to reach you. Please make sure your child/ren know who these important people are - they should know names, not just "Grandma" or "my babysitter."
- If we are unable to reach parents or emergency contacts in an emergency, the school will call 911 and transport the student to the nearest hospital via ambulance, at the parent's expense.
- Make sure to send a note to school or call the office if there is a change for the day, such as being out of town or unavailable. This is especially important if another adult will be in charge of making emergency or health decisions for your child.
- Make sure you update PowerSchool contact information and/or inform the office if there are changes in phone numbers, employers or other contact information during the school year.

### **Recess or PE Excuses**

If you feel your child needs to be excused from recess or PE due to health reasons, parents may send in a written request to excuse their student for up to 2 days. If more than 2 days are requested, a doctor's note is required.

## Medication Administration Policy

Medications are administered at school following these guidelines:

A signed *Parental Authorization and Release Form* must accompany medications that are to be given during the school day. **NO MEDICATIONS WILL BE GIVEN WITHOUT THIS FORM.** Authorization must be renewed annually and immediately when changes in dosage or administration time.

- The form is available in the Health Office or on the Central City Community School District website.
- Medications should be brought into the Health Office by a parent or other adult, **NOT** sent with students.
- Prescription medications must be in current, original prescription containers (NO baggies, envelopes or old prescription bottles!!)
  - The student's name, doctor's name, name of medication, dosage, and time & route of administration must be present on a currently dated prescription container - most pharmacies will provide extra labeled bottles if you request.
- Short-term medications: Antibiotics and other prescription medications that are directed to be given 3 times a day should be given at home (before school, after school and at bedtime). Medications directed to be given 4 times a day may need to be given at school - a separate supply of medication will need to be provided to the school - we will not send medications to and from school with students. Medications must be in the original, labelled container, and meet all of the qualifications listed above.
- Over-the-counter (OTC) medications will only be given at school if written permission is given in PowerSchool during online registration, and only the OTC medications listed in PowerSchool will be given without a doctor's order. The school keeps a supply of acetaminophen (Tylenol), ibuprofen (Advil), antacids (Tums), and cough drops - students do not need to provide their own supply.
  - OTC medications can only be dispensed according to the bottle directions without a physician's prescription.
  - The nurse may request written directives from a physician if a student makes frequent requests for OTC medications at school (more than twice a week).
  - Products that are not FDA approved, including but not limited to, essential oils and vitamins, will not be administered or applied at school.
- Students with asthma or other airway constricting diseases may carry and self-administer their medication (inhaler or epi-pen) upon approval of their parents and prescribing physician. An authorization form (available in the Health Office or on the website) signed by parent and physician must be on file in the Health Office, and must be renewed yearly.

If your child is taking medications on a regular basis at home, please contact the school nurse so she is aware of the situation, can avoid contraindicated medications, and can watch for any adverse effects.

## Immunizations

It is the policy of the Central City School Community District that all students enrolled in our schools must be in compliance with the Iowa State Immunization Code or they may be excluded from school.

- Parents/guardians must submit a valid *Certificate of Immunization* or *Certificate of Immunization Exemption* form to the school upon enrollment. These forms are available from the Health Office or on the Central City Community School District website. You can obtain your child's immunization status from your family physician or from Linn County Public Health.
- Prior to entering 7<sup>th</sup> grade, an updated immunization record indicating the administration of the immunization for tetanus, diphtheria and pertussis (Tdap) \*and\* Meningococcal vaccine is required. **Students will \*not\* be allowed to attend school in the fall until proof of immunization is received.**
- Prior to entering 12<sup>th</sup> grade, a 2<sup>nd</sup> dose of the Meningococcal vaccine is required.
- Each fall a state audit is conducted, and students who are not in compliance will be flagged by the Iowa Department of Public Health, and may be excluded from school until immunizations are brought up-to-date.

## **Hearing Screening**

The Grant Wood Area Education Agency (GWAEA) screens all students in Alternative Kindergarten (AK), kindergarten, and grades 1, 2, and 5. Students in the Early Learning Program with IEP's will also be screened. Students in grades 3, 4, and 6-12, who are either new to the school, don't have a documented normal hearing test, or have a history of known hearing loss may also be tested. Follow up testing may occur periodically throughout the year if previous hearing test results were not within normal limits. If for some reason a parent/guardian does not want their child screened by the GWAEA, a written note explaining the refusal is required. Parents/guardians with concerns about their child's hearing should contact the school nurse.

## **Dental Screening**

Good dental care is important to a child's health. Iowa law requires that any child who is newly enrolled into an Iowa Public kindergarten or ninth grade class must provide the school with proof of a dental screening. The *Certificate of Dental Screening* form is available in the Health Office, or on the Central City Community School District website.

- The requirement applies to kindergarten and ninth grade students only.
- A screening for kindergarten may be performed by a licensed dentist, dental hygienist, nurse, advanced registered nurse practitioner, or physician assistant.
- A screening for ninth grade may only be performed by a licensed dentist or dental hygienist.
- Screenings performed by out-of-state providers are allowed.
- The *Iowa Department of Public Health Certificate of Dental Screening* is the only acceptable form.
- A screening for kindergarten is valid from age 3 years to four months after enrollment date.
- A screening for 9th grade is valid from one year prior to enrollment to four months after enrollment date.

## **Vision Screening**

Iowa States law states that a parent or guardian of a child who is to be enrolled in a public or accredited nonpublic elementary school shall ensure the child is screened for vision impairment at least once before enrollment in kindergarten and again before enrollment in the 3rd grade. To be valid, the vision screening shall be performed no earlier than one year prior to the date of enrollment and no later than six months after the date of child's enrollment into both Kindergarten and third grade. A vision screening may be conducted by a physician, advanced nurse practitioner, physician assistant, local public health department, public or accredited nonpublic school, community-based organization, free clinic, or child care center. The *Certificate of Vision Screening* form is available in the Health Office or on the Central City Community School website.

Basic vision screening at school is done yearly for grades 1, 3 and 5. High school students are not routinely screened. Eye health is critically important to a student's ability to learn effectively - a routine eye examination with an eye specialist is highly recommended on a yearly basis.