



Charles Ellis Montessori Academy



## INFORMATION FROM THE SCHOOL NURSE FOR PARENTS OF NEW SCCPS STUDENTS

### **Completed Forms 3231 and 3300 are required for registration:**

**FORM 3231** (immunizations) needs to be up to date before school begins. View the expiration date in the box at the top right corner of the form. Your student will need to have additional vaccinations by that date to remain in school. Kindergarten through 6<sup>th</sup> Grade students are required to have an "X" at the top right corner of the form, "Complete for K through 6<sup>th</sup> Grade", while 7<sup>th</sup> and 8<sup>th</sup> graders need an additional "X", "Complete for 7<sup>th</sup> through 10<sup>th</sup> Grade". Please submit updated immunization forms to the School Nurse.

**FORM 3300** (vision, hearing, dental, nutrition) needs to be completed within the previous year (check the Chatham County Health Dept website for free exam days in July). The form should have "Passed" checked in the vision and hearing sections, "Normal appearance" checked in the dental section, and "5<sup>th</sup> to 84<sup>th</sup> percentile- Appropriate for age" checked in the nutrition section. Otherwise, your child will need to have the follow-up as recommended, prior to school beginning. If you are unsure as to the follow-up needed, please contact the healthcare provider who screened your child. It is helpful if the physician writes a note in the "Screeners' Comments" box to explain any deviation from normal and how it will be addressed. Please also assure the screener has signed, dated, and provided his/her contact information; incomplete forms will necessitate your return to the healthcare provider. Once complete and submitted, it does not need to be updated each year. Please retain a copy for your records.

### **MEDICAL CONSIDERATIONS**

Once you have access to Power School, please include your student's updated medical conditions and concerns. Please include all chronic conditions such as Asthma, Diabetes, seizures, food allergies, etc., which will require Action Plans (provided by the School Nurse) to be completed by your child's physician. The information will be shared with the School Nurse and your child's teachers. Please inform the teacher and School Nurse if there is a change in this information during the school year.

If during the school year your student is required to wear a cast, splint, brace, orthopedic boot or use crutches/wheelchair etc., please submit a note from the healthcare provider to the School Nurse on the day the child returns to school stating the activity level or restrictions for your child. The information will be copied for the teacher and PE teacher. We want to keep your child safe at school!

### ®Diet Restriction, Food Allergy, and Other Life-Threatening Allergies

If your child has a dietary restriction, a Diet Prescription form is needed while a food allergy requires a Diet Prescription and Food Allergy & Anaphylaxis Emergency Care Plan (FAAACP). The forms can be obtained from the School Nurse. The FAAACP also needs to be completed for other life-threatening allergies, such as insect bites/stings and chemicals. You will need to provide part of the information and then your child's physician completes the form(s) and signs it. Please return the completed paperwork to the School Nurse and sign-in any essential medications with the School Nurse that have been ordered by the physician to be kept at school. If your child is new to our school, please provide the School Nurse a small photograph of him/her (to be copied for the emergency and medication forms).

### ®Medication at School

If it is necessary for your child to receive medication at school, or requires an inhaler, EpiPen or other emergency medication to be kept at school, please bring the medication to the School Nurse in the original container/packaging with the prescription label, and assure it is not expired (preferably through the end of the school year in May); a once/day medication and most twice/day medications need to be administered at home. If you desire an over the counter "as needed" medication that your child has had before to be kept at school, it needs to be brought in by you, be in the original unopened container, be age/weight appropriate for your child, and not expired (preferably an expiration date through the end of the school year). Each medication you bring in will require paperwork to be completed by you and the School Nurse. Please call the School Nurse to make an appointment. **NEVER** send a medication to school with a student. Medication not picked-up by the last day of school will be destroyed, per SCCPSS mandate.

### ®Nutrition and Sleep

Please assure that your child has a nutritious breakfast each day. If your child does not eat at home before leaving for school, please encourage him/her to go to the cafeteria upon arrival at school for a free breakfast; **every child in our school district, regardless of financial means, can have a free breakfast if he/she arrives on time.** Studies show that children who eat breakfast each day do better in school.

If you send a home lunch with your child, please assure it is nutritious, without sports/energy drinks and/or candy.

Your child should also be sleeping ~ 10 hours each night. Please have him/her on a regular sleep schedule before the beginning of school and try not to deviate from it on the weekends; Mondays and the day after a holiday are particularly challenging for some students, frequently due to being off schedule, having inadequate sleep in relation to their change in activities, and a change in diet.

### ®Illness

If your child has symptoms of illness or is not feeling well at home, please do not send him/her to school.

For prevention, please encourage good hand washing for 20 seconds, to cough into the bend of his/her elbow, socially distance and not to touch his/her face. An annual flu vaccination is recommended.

A student must remain home, or be sent home, for a fever of 100.4 F orally (99.4 touchless) or above, per SCCPSS policy. **The student may not return to school until fever-free for 24 hours without a fever-reducing medication.**

If you are contacted to pick-up your child, please be prompt and have at least two alternate people listed as emergency contact for pick-up if you are unavailable. Your child cannot stay in the Nurse's Office. Please keep all contact information updated with the school's Information Specialist and your child's classroom teacher. Also, for your child's safety, please teach your student at least one phone number of an adult in the household.

### ®Injuries

Your child will most likely visit the School Nurse for first aid treatment of scrapes, bumps, and bruises during the school year. Many of these minor injuries will not necessitate a phone call home, but a yellow Infirmary Pass will be sent with your student. However, parent contact will be made for bumps to the head, and as a precaution, a CDC concussion information sheet will be sent home with your child for home monitoring unless you already have the information; retaining this reference sheet for the school year is recommended.

### ®Head Lice

The best prevention of head lice is for students to keep their heads apart from one another and not to share anything that goes on the head. Please teach your child these practices. It is wise to keep hair tethered back with an elastic holder at school and after school activities. Although we do everything to prevent the spread of head lice within our school, we have no control over the contacts students have outside of school. If you do receive a head lice information letter from the School Nurse, you need to carefully check your child and everyone in the household for head lice immediately. The letter provides information of how to do this, but the Georgia DPH website is a good resource. If treatment is indicated, consult with your child's physician. Please inform the School Nurse if your child is being treated for head lice.

### ®Wet/Soiled Clothing

The school is not obligated to provide clothing for your child but there is some donated clothing in our Uniform Closet, as needed. Pre-K and Kindergarten students should keep an extra change of uniform clothing and undergarments at school; toileting accidents do happen. Most students should be able to change wet clothing by themselves. If the child needs assistance with zippers, buttons, belts, or fasteners, a staff person can assist with a minimal task and then allow the child to remove the clothing by himself/herself. If there is no clothing to outfit your child and/or your student is unable to change himself/herself, you will need to bring in a change of clothing and assist your child.

If your child has had a bowel movement in his/her clothing, you will be called immediately to come take care of your child's personal needs as soon as possible. Your child can stand in the Nurse's Office until you arrive. A child cannot be sent home on the bus after school with wet or soiled clothing.

If your student arrives at school dressed inappropriately or is out-of-uniform on a non-dress down day, you will be called to provide the appropriate clothing.

If you have questions or concerns, please contact the School Nurse at 912-395-5470, ext. 1.