



HEALTH SERVICES

Hill View Montessori Charter Public School employs a full-time Registered Nurse. The major role of the School Nurse is to support students with chronic health conditions so that they may fully participate in the Charter School's educational program while also providing care to students and staff who become acutely ill or injured during the school day. Parents are notified of treatment by letter, form, or phone call if needed. The School Nurse works in conjunction with all educational teams and Charter School administrators to ensure students have full access to the curriculum and to identify interventions or accommodations that may mitigate the need for a future Special Education referral or need for other support services.

In addition, the School Nurse coordinates and performs annual health assessments and developmental screenings for students including vision, hearing, height, weight, BMI, and postural screenings per Massachusetts Department of Elementary and Secondary Education and state Department of Health regulations. The following chart outlines which screenings are performed at the specific grade levels:

Screening Performed	Grade(s) Screened
Vision (Near, Far, Acuity, and Stereopsis)	KG through 5 th and 6 th , 7 th OR 8 th grades
Hearing	KG through 3 rd and 6 th , 7 th OR 8 th grades
Postural (Scoliosis)	5 th through 8 th grades
Height, Weight, and Body Mass Index (BMI)	1 st , 4 th , and 7 th grades
SBIRT (Screening, Brief Intervention and Referral to Treatment; Substance Use Screening)	6 th , 7 th OR 8 th grades

Medication Administration at School

The Public Health School Health Services Department requires that certain procedures are followed with regard to the administration of medications to children at school. All HVM parents and staff/faculty must follow these guidelines and procedures. Medication is given **ONLY** by the School Nurse and requires the following:

1. **Written parental authorization** which indicates that the medication is for the specific child and filled out by the parent and submitted to the school nurse. Please see the



School Nurse for the appropriate form. This is also known as the Medication Administration Plan, and is required for each student requiring any medication (epipens, inhalers, daily meds, etc) to be administered at school.

2. **Written order from the doctor** for all long term and “as needed” medications. Short term anti-biotic treatment may be given as defined by the original pharmacy. The labeled medicine container must include the child’s name; the name of the drug; the dosage (number of times per day and number of days the medication is to be administered); and the doctor’s name written by the pharmacist. The pharmacist may need to divide the medication into two bottles so that one can remain home and one can be sent to school. It is not convenient to transport this medication back and forth and may lead to missed doses.
3. All medication sent to the Charter School **MUST BE** in their original container.
4. The School Nurse will maintain a written record of the administration of any medication. The completed medication record shall be made part of the child’s health record.
5. At HVM, all medications will be stored locked in the health office out of the reach of children and under proper conditions for sanitation, preservation, security and safety. All unused medications shall be disposed of, or returned to the parent, when no longer needed.

Parents may **NEVER** send medication to school with their child. It must be handed to the School Nurse, Front Desk Staff, or teacher by an adult. There are certain medications that must be handed directly to the School Nurse only and require a parent/guardian signature upon retrieval or return.

In the event that the School Nurse or a Substitute Nurse is not available, scheduled medication and over the counter medications will be given by an individual trained by the school nurse to administer medications. Epi-pens are an exception to this regulation. Massachusetts law allows trained staff members to administer Epi-pens in the case of a severe allergic reaction during the regular school day, at school-sponsored events, and on field trips.

Medications on Field Trips

Special arrangements must be made to allow medication on field trips. Parents must contact the School Nurse so that accommodations can be made.



Allergy Awareness Policy

HVM is committed to the health, safety, and independence of all students and seeks to balance the freedoms of the Charter School community with the needs of those who suffer from life threatening food allergies.

Children with severe allergies that may lead to anaphylaxis, must have an **Allergy/Food Allergy Action Plan** in place at the Charter School along with specific medications the child's doctor has ordered for the treatment of this condition.

Children with Asthma, Allergies, or any other Special Medical Needs

For children who have other allergies or special medical conditions which will require limiting exposure to certain allergens or environmental conditions, parents must notify the School Nurse and the classroom teacher(s) as soon as possible. Parents are required to update this information every year and are required to let the Charter School know during the year if such a situation becomes known.

Children with other medical considerations such as diabetes, asthma, seizure disorder, or any other chronic medical condition should have an Individualized Health Plan (IHP), Asthma Action Plan (AAP), or an Emergency Medical Plan (EMP) in place. Contact the School Nurse for assistance with this at (978) 521-2616 ext. 1010. The School Nurse will contact any parent or guardian who lists a special medical consideration or allergy on the enrollment or medical forms. All medical plans must be updated annually.

Copies of all health forms and plans will be kept in the School Nurse's office and are only shared with those who have a "need to know" in order to assist the child with day-to-day learning or health needs. Parents are required to submit the Student Health Form at the beginning of each year, this includes HIPPA/FERPA Notice Information.

When Your Child is Sick

Our main concern when children become ill is the comfort, well-being, and readiness of the individual child to learn, as well as the health of the other children and members of HVM staff. The following guidelines should be observed by parents:

Please DO NOT send your child to school if they have:

- o fever of 100.3 F or greater
- o vomiting within the past 24 hours



HILL VIEW MONTESSORI

CHARTER Public School

- o diarrhea within the past 8 hours
- o rash not previously diagnosed by your child's doctor
- o severe cold or cough
- o conjunctivitis with drainage from the eye (may return after 24 hours of antibiotic treatment)
- o impetigo (may return after 24 hours of antibiotics)
- o strep throat (may return after 24 hours of antibiotics)
- o any acute illness that does not allow them to fully participate in school activities

If it is determined that your child develops any of the above while in school, the parent, guardian, or a designated individual will need to pick your child up as soon as possible after receiving the notification.

Return to School

If your child was sent home, or remained home with any of the above, or other illnesses, there are certain conditions that apply for them to return to school safely. If a child was sent home with a fever over 100.3 Fahrenheit, they must remain home until they no longer have a fever for 24 hours, *without fever-reducing medication*. If they come down with a fever in the middle of the school day, they must stay home the following school day. If a child is sent home after vomiting at school, they must stay home the next school day, and may not return to school until they have not vomited in the past 24 hours. If you have any questions about when to safely return your child to school, please contact the School Nurse

The School Nurse and Administration may need to periodically revise any of the above guidelines based on local, state, or federal public health guidelines or mandates related to a public health outbreak.

It is important for you to notify the School Nurse if your child has been diagnosed with a contagious illness.

If you have questions about a certain illness, you may contact the School Nurse at any time at (978) 521-2616, extension 1010.