

HEALTH SERVICES

All employees of MPS have a crisis management plan that will be followed during an emergency or crisis. The first call will always be to 911.

A nurse is available at the schools on scheduled days of the week. If an emergency occurs, a nurse will be called to help with the situation. The nurses also act as resource persons and often work with the teachers on units of study concerning health issues. Our nurses act as liaisons between the public health department and the public schools. They inform school staff and patrons of current health problems, epidemics, etc. The nurse maintains student health records. Please inform the school of any chronic illness or conditions. Example: asthma, diabetes, heart condition, ulcer, etc.

ILLNESS

Attendance at school is very important, however, students cannot be expected to perform well if they are ill. Please keep students home if they are running a temperature. Students must be free of fever, vomiting or diarrhea for twenty-four (24) hours without the aid of medication before returning to school. If your child becomes ill during the school day and has a temperature of 100 degrees or more, he/she will be sent home. Please make sure the office has current telephone numbers for parents, guardians and all emergency contacts.

HEAD LICE

Per the authority of the Oklahoma School Law Section 815, any student with head lice will be prohibited from attending school and cannot re-enter without certification from a health professional or a representative of the State Department of Health that the child is no longer afflicted with head lice.

"Health professional" means for the purposes of this act any licensed physician, psychologist, dentist, osteopathic physician, podiatrist, chiropractor, registered or licensed practical nurse or physician's assistant.

Any teacher or district employee may check for lice and nits when deemed appropriate and, in addition, there will be periodic and random organized checks for lice and nits. Any individualized checks shall be done outside the presence of other children, and any confirmation of the presence of lice or nits resulting from any check, shall be handled in a professional manner.

Any child excused or prohibited from attending school due to head lice or nits shall not be readmitted or permitted to return to school until said child has been examined by a school nurse or health professional as defined above, and found to be free of lice and nits.

Any teacher or other employee who has contracted head lice is expected to take leave from work until the lice or nits have been eliminated.

MEDICATION

It is the policy of the Mustang Board of Education that if a student is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication an administrator, school nurse or a designated school employee may administer the medication when authorized in writing by the student's parent or guardian(s) provided by law.

General Procedures for the Authorization of Medication

- A written authorization form must be on file in the clinic or office before the school nurse or designated school employee can administer any medication to a student. The parent(s) or the person having legal custody or the legal guardian of a minor may sign the authorization form
- Each school in which any medication is given shall keep a record of the name of the student to whom the medication was administered; the date the medication was administered; the name of the person who administered the medication and the type or name of the medication, which was administered
- Medication to be administered will be kept in the school clinic or office, properly stored and not readily accessible to persons other than the persons who will administer the medication

- The parent, guardian, or person having legal custody of the student is responsible for informing the school of any change in the student's health or change in medication
- Requests from parents/guardians to change the dosage of any medication from that listed on the label will not be honored without written confirmation from the physician
- A one-month supply of medication will be allowed in the school clinic
- Parents/guardians must pick up any unused prescription/non-prescription by the last day of the school year or it will be disposed
- Students **MAY NOT** carry medicine with them to take during the school day unless it meets the guidelines listed under Procedure for self-administration of a medication
- Any prescription or non-prescription medication is or can be considered dangerous if the above procedures are not followed
- Students in possession or distributing personal medication to other students during school, at school events or on school premises **WILL BE** subject to disciplinary action

Non-Prescription/Over the Counter

If possible, parents are advised to try to give medication at home on a schedule other than during school hours. If, however, it is necessary that a medication be given during the school day, compliance with the following instructions is required:

- It is the responsibility of the parent/guardian of the child to bring in to the office any medication to be given at school
- Medication is not allowed on the school bus and must be brought to school by the parent/guardian or appropriate designee
- Written authorization and instructions from parent/guardian must be on file in the school clinic or office before school employees may administer any medication to the student. A new authorization form must be completed for each school year and any change in medication. Telephone permission will not be accepted
- Non-prescription medicines must be brought to school in the original manufacturer's container with the original label intact, which supplies the following information: ingredients, expiration date, dosage and frequency, route of administration, side effects and contraindications, and other directions as appropriate. The medicine must be age and dose appropriate and must not be past the expiration date
- Non-prescription medication that needs to be given daily or longer than the manufacturer's recommendation for use, must be accompanied by a physician's written order
- Non-prescription inhalers for asthma will not be given at school
- No aspirin or aspirin-type products such as, Excedrin or Pepto-Bismol will be given at school without written authorization from a physician *
- Requests from parents/guardians to increase the dosage of any medication beyond that listed on the label will not be honored without written confirmation from the physician
- All medication to be given at school must be kept in the school clinic or office, regardless of the student's age
- For incidents of major concern or questions regarding the administration of any medication and in the absence of either the written authorization/instructions from the parent/guardian or medication in the properly labeled container, no medication will be administered. Every effort will be made to notify the parent/guardian
*As recommended by the National Reyes Syndrome Foundation, the U.S. Surgeon General, the F.D.A., and the Center for Disease Control.

Prescription Medication

Must be brought to school by a parent/guardian in the original prescription container labeled with (The pharmacist will supply an extra bottle with the following information if you ask.):

- Date
- Name of the prescriber
- Name of the student
- Name and dosage of the medication
- Directions for administration
- Name and phone number of the pharmacy

Sample drugs must be accompanied by a physician's written order, specifying the dosage, frequency, and directions for administration.

Procedures for Self-Administration of a Medication

Students with severe asthma, anaphylaxis or a life threatening condition who need to carry and self-administer an emergency medication must adhere to the following guidelines. Anaphylaxis medication includes but is not limited to Epinephrine injectors, prescribed by a physician and having an individual label. A student who is permitted to self-administer anaphylaxis medication shall be permitted to possess and use the anaphylaxis medication at all times for the school year in which permission for self-administration is granted. (i.e. inhaler, an anaphylaxis medication used to treat anaphylaxis, insulin pump, glucagon injection, and epipen)

- Submit a written statement from the physician treating the student indicating the child's condition and that he/she is capable of and has been instructed in the proper method of self-administration of the medication.
- The parent/guardian must fill out and sign the Authorization to Administer Medication form. This form gives parental consent for administration of the medication and acknowledges that the school district, employees and agents shall incur no liability as a result of any injury arising from the self-administration of the medication by the student.
- It is the parents/guardians responsibility to provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
- Permission for the self-administration of medication is effective for the school year for which it is granted and must be renewed each subsequent school year upon the fulfillment of the above requirements.

Field Trips

If a student takes scheduled and/or emergency medication at school and will need this medication during the time of a school-sponsored field trip, the parent will need to send a pharmacy labeled bottle with the amount of the pills the student will need during the field trip. Each medication must be in a separate, labeled bottle. It is the parent's responsibility to notify the school if any of the student's medication is to be taken on a field trip. **Student's medication will be carried and dispensed by a MPS employee.** If a student is accompanied by his/her parent, that parent may carry and administer their child's medication.

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