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## Administrative Regulation:

#641.1

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### School Health Program

1. The school is primarily responsible for the treatment of injuries and sudden illnesses occurring during school hours. Emergency care is limited to First Aid only.
2. At the beginning of the school year, the Student Emergency Information Forms will be distributed to all students and will be returned to school with up-dated information.
3. A complete immunization record, meeting the requirements set forth by the Massachusetts Department of Public Health Immunization Law, is required for all students; current, new Kindergarten, and transferring-in students. The school nurse will annually review the immunization status of all students. Parents will be informed if their child's immunization records are non-compliant. Children who do not have the proper immunizations will be excluded from school.
4. A complete physical examination is required for all children entering kindergarten, 3<sup>rd</sup>, 7<sup>th</sup>, and 10<sup>th</sup> grade. The examination should be done by the family physician.
5. A complete physical examination is required for all transfer students who do not have evidence of a physical examination administered within the previous 12 months.
6. A complete physical examination is required annually, prior to participation in inter-scholastic. The examination will be conducted by the student's family physician at the family's expense.
7. Complete or partial physical examination may be required for school activities based on the judgment of the school nurse. A partial list of students who might be referred include:
  - a. Those students who are referred because of frequent absences due to unexplained illness;
  - b. Those students who are referred because of known conditions, which require repeated assessments;

- c. Those students who are referred as a result of teacher-nurse conferences suggesting learning and/or physical deficiencies.
8. The school nurse will schedule CPR certification and recertification for staff each year. Emergency first aid procedures will be reviewed with appropriate staff each year.
9. All school personnel are expected to render first aid to injured or sick students. (First aid is defined as the immediate and temporary care given the victim of an accident or sudden illness until the services of a physician, nurse or an emergency medical technician can be obtained.)
10. An Accident Report will be completed when a student is injured during school hours, including injuries directly or indirectly related to school activities and follow-up care is required by an outside provider. The Accident Report is completed and signed by the school nurse, and signed by the principal. The original report is attached to the student's school health record; remaining copies are sent to the Superintendent's Office.
11. The school nurse will report communicable diseases to the Maynard Board of Health/DPH as required. Diseases may be reported to parents through the principal's newsletter or a special letter, as deemed necessary by the nurse or principal; this is not the usual practice except in multiple cases or special circumstances.
12. As soon as possible following the start of the school year, the school nurse will conduct a serial growth assessment (height and weight) of all students in grades 1-7, 9 and 11 and of all other referred students.
13. A nurse, hired by contract, will conduct postural screening of all students in grades 5 through 9.
14. As soon as possible following the start of the school year, hearing testing will be conducted for all students in grades K-7. Retests of failures will be made and follow-up notices will be sent to parents.
15. As soon as possible following the start of the school year, vision testing will be conducted for all students in grades K-7, 9 and 11. Retests of failures will be made and follow-up notices will be sent to parents.
16. All long-term student absences which are referred by the principal will be followed-up by the school nurse.
17. The school nurse will serve as a resource person to teachers on matters involving health education. She will be available to participate in planning, evaluation and development of health related curriculum.
18. The school nurse will be a member of the Special Education Evaluation Team for special education students as required. She will conduct the necessary medical evaluations pursuant to special education regulations, as requested.

19. A consulting physician will be a member of the Evaluation Team for special education students as required. The physician may, however, designate the school nurse to serve in these matters.

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Cross Reference: 531, 532, 642, 643

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