

**NORTH CANAAN ELEMENTARY SCHOOL  
HEALTH OFFICE**

August 2018

Dear Parents and Guardians:

Welcome to the new school year! Starting the school year necessitates providing important information for the health care needs of your child. Please follow directions below to ensure a safe and healthy beginning:

1. Please complete the attached **Current Health Care Plan** which includes a list of products that may be used in the school health office. Please review. Cross off and initial any products you do not want used to care for your child and sign the bottom. Please be aware, students who do have a documented allergy with potential anaphylaxis response, will still need to submit a new Emergency Action plan each year with EpiPen medication orders.

Please update your child's school cumulative health record if your child has had any immunizations, significant injury, surgery or other health concern develop over the summer. Note any allergies your child may have, including those to pets, medications, environmental etc...to ensure their safety.

2. **Call 860-824-1149** if your child will be absent. You may leave a message on the answering machine. This is done to assure the safety of your child.

3. **Any medication** (prescription or non-prescription) in school must have:

A completed **Medication authorization form** (available in the school nurse's office or on the school website nurse's notes under forms), which includes written authorization from a physician and parental permission. This is needed the beginning of every school year and when there is a change of dosage or medication.

**Medication** must be delivered directly to the school nurse by the parent and not the child.

Medication must be in its **original container** from the pharmacy, properly labeled with name, dosage, strength, and directions for administration. No more than a 90 day supply at school please.

All medications will be administered by the school nurse or appropriate staff. Children with asthma may carry and administer their own inhaler if stated on the authorization forms. Children who need to carry an epipen for severe allergic reactions may do so with proper written authorization also. In both instances, doctor, parent and school must agree the child is responsible to do so.

**All school policies are available for your review on our school website. Please be sure to review attendance policies; any absences after nine, require specific documentation.**

4. Children with injuries must have a note indicating the level of activity (gym, sports, recess), and any specific orders for their care while in school from their physician.

5. Reminder: New students, students entering Kindergarten, or 7<sup>th</sup> grade require a physical exam. Any students in grades 6-8 who plan to participate in sports must also have a physical that is dated within the past year and that will not expire during any sport season your child is participating in. Physicals must be on file in the school health office before start of play.

Any questions or health concerns please call the health office at 860-824-1149. Forms may be mailed in to the school, dropped off or faxed to 860-824-4879.

Let's have a wonderful year!

Lori A. Foley, RN  
North Canaan Elementary School  
90 Pease Street  
Canaan, CT 06018

**North Canaan Elementary School Current Health Care Plan 2018-2019**

Student's Name \_\_\_\_\_

DOB \_\_\_\_\_

Allergies \_\_\_\_\_

Recent Immunizations, Injuries, Surgeries (anything happen over the summer) \_\_\_\_\_

Medications \_\_\_\_\_

Please administer the following over the counter medications as prescribed by the school physician, Dr. Suzanne Lefebvre, to the above student as directed below:

- Acetaminophen for headache, cramps, or mild to moderate discomfort
- Ibuprofen for headache, cramps or mild to moderate discomfort
- Tums for upset stomach
- Throat lozenge for throat dryness or irritation
- Lip balm for chapped lips
- Calamine lotion for itchy rash or insect bites
- Benadryl for allergic reactions
- Eucerin cream for dry, itchy skin, sunburn
- Burn Gel for first degree burns only
- Triple antibiotic ointment for lacerations, tick bites or abrasions
- Hydrocortisone 0.5-1% cream for minor skin rash & itch
- Sunscreen for prolonged sun exposure
- Saline solution for wound cleaning
- Cough drops for cough
- Sterile isotonic saline eye drops for allergy relief/dry eye relief
- Dramamine for motion sickness on eighth grade class trip
- EpiPen auto-injector, appropriate dose, to be given by appropriately trained unlicensed personnel for treatment of anaphylaxis

Please cross off the list and INITIAL any medication you do not want administered to your child.

I hereby permit the school nurse and other appropriate personnel to administer the above medications for the 2018-2019 school year as directed above.

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

School Medical Advisor  \_\_\_\_\_

Date 6/12/18

Suzanne Lefebvre, MD