

## **HEALTH OFFICE INFORMATION**

The school's Health Office is open daily from 7:30 A.M.-3:00 P.M.

Sharon Schulz, RN

Jen Wicox, RN

Direct Phone Number - 874-8525

Fax Phone Number - 874-8527

## **ACCIDENTS, ILLNESS, AND INSURANCE**

Students who are ill or sustain an injury during the school day, should report to the Health Office. If necessary, the student's parent/guardian will be contacted and arrangements will be made through the health office for the parent to take the student home. If the school is unable to make contact, an ambulance will be called to take the student to the hospital upon the advice of the paramedic unit of The Town of Tonawanda.

In addition, all athletic coaches have both a state coaching certificate and have been certified in Red Cross First Aid/ CPR, for the protection and safety of students

**Please report all accidents occurring at school to the Health Office as soon as they occur.** The District does carry health insurance for students who are participating in school-sponsored activities or events. This is "in-excess" coverage, however, and covers expenses not covered by the parent/guardian's primary insurance carrier. Cases are determined on an individual basis by the central office. Please contact the school Health Office for additional information or the District Clerk at 874-8400.

## **MEDICATION**

New York State Education Law prohibits unlicensed school personnel from administering medication to students. We understand that there will be times when it is necessary for a student to take medication during school hours. At these times, the school nurse will cooperate with the family and the student's doctor. A physician's order **MUST** accompany the medication containing the name of the medication, dose and time that the medication should be taken, along with the physician's signature. The parental/guardian signature is also required on the medication form. All medications, including over the counter medications, **MUST** be brought to the Health office by a parent or guardian. Please **DO NOT** send medications in with your child or drop them off in the Main Office.

## **PHYSICAL EXAMINATIONS**

Physical examinations are required by law in N.Y.S. on all students new to the Ken-Ton Union Free School District (regardless of grade level), as well as 9th and 11th grade students. Health forms are available in the Health Office and on the District website [www.ktufsd.org](http://www.ktufsd.org). Most doctor's offices have an electronic printout available that is accepted by the health office. The physical must be signed by the practitioner and notate that the student is cleared for physical activity. The clinical summary is NOT a physical and won't be counted as such.

The school district, Nurse Practitioner will provide physicals for required students if they choose not to utilize their family physician.

## **SCREENINGS**

New York State Mandates that students in 11th grade are screened annually for vision (near and far vision), hearing, height and weight and that all male students in 9th grade are screened for scoliosis. ( [www.scoliosis.org](http://www.scoliosis.org) for scoliosis information) If these screenings have not been completed at their physical, the Health Office will complete them.

Parents or guardians are notified in writing of cases of apparent deviations from normal in any of the above screening.

## **PHYSICAL EDUCATION EXCUSES / CRUTCHES / ELEVATOR PASSES**

A note from the parent or guardian is required if a student is to be excused from gym/swim for one day. The note must be specific in stating the reason for the excuse. A note is required from a physician for an absence of more than one day. The note must indicate the reason for the absence and the length of time the student will be out. Please hand these notes into the Health Office. The school nurse will NOT excuse anyone from PE, without a medical note.

A doctor's note must be provided for use of assistive devices (crutches, wheelchair, etc) and for the use of the elevator.

## **CONCUSSIONS**

A student may be removed from PE / Sport when:

- 1) Nurse or Athletic Trainer assess signs and symptoms of a concussion. The student will be held from PE and Sport until seen by a doctor. Both the PE Teachers and coaches will be notified.
- 2) A doctor's note is submitted to the Health Office. Both the PE Teachers and coaches will be notified.

*\*When the student is able to return to PE / Sport:\**

A doctor's note returning the student to physical activity MUST be handed into the Health Office.

The student will then complete their gradual return process in steps.

\*General PE Student will complete 5 Steps with a PE Teacher

\*Athlete will complete 6 Steps with the Athletic Trainer

Once these steps have been completed, our District Medical Director will assess the student and officially clear the student per our District Policy.

## **EMERGENCIES**

We ask that all families ensure that all contact information is updated in the parent portal in Infinite Campus. Please contact Student Services at the Administration Building at 874-8400 with any questions. A student who is feeling ill must ask permission to go to the nurse's office from a class. The nurse will then attempt to contact a parent or guardian. In the interest of a student's health and safety, a student may not leave school without a parent or guardian's permission and the nurse's permission.

Students leaving school due to illness or injury, will NOT be allowed to drive themselves or walk home. Sending an ill or injured student home alone in an Uber is not permitted either.