

**Leman Academy of Excellence** strives to keep our scholars safe and healthy. We recognize the role that a child's health plays in his/her ability to learn. We want to work with you to support the growth and development of your child in the school setting. Please refer to the information listed below for the health practices and guidelines that our school will be following:

### **Immunizations:**

State law mandates that children entering school must have documented proof or a completed exemption record of immunization status. Please refer to the Arizona State Health Department for specific requirements.

1. A scholar's immunization record must be submitted prior to attending school.
2. A scholar may be conditionally enrolled provided the necessary immunizations have been initiated and a make-up schedule has been established for completion of the required immunizations.
3. These provisions do not apply to homeless (or refugee) children until the fifth calendar day after enrollment.
4. Documentation of serological confirmation of antibodies against a vaccine preventable disease will be allowed in place of immunization against that disease.
5. Immunization exemption is allowed per state law A.R.S. 15-872 provided Arizona Department of Health "Personal Belief Exemption Form (KG-12th grade)" or "Medical Exemption Form" is completed and provided to the school.
6. Scholars who have a "Personal Belief Exemption" or a "Medical Exemption" on file shall not attend school during outbreak periods of communicable immunization-preventable diseases as determined by the department of health services or local health department.
7. Per Arizona Department of Health, if a scholar lacks immunizations required for attendance, the school will notify the parent/caregiver in writing. The school will use the mailing address on file with the school. The scholar's parent/guardian has 15 days to provide the school with proof of all required immunizations.
8. Failure to comply with the state health department mandates will result in suspension from school until criteria is met.

Adopted: 6/2015

Revised: 3/2020

Legal Reference: A.R.S. 15-871

A.R.S. 15-872

A.R.S. 15-873

A.R.S. 15-874

Cross Reference: Arizona Department of Health - Arizona Immunization Program

## **Medication:**

For the safety of all the scholars at Lemman Academy of Excellence, we ask that medications be administered through the school's health office. When it is necessary for a scholar to receive a prescribed or over-the-counter medication at school, the following criteria must be met:

1. All medication (prescription or non-prescription) must be accompanied by written instruction from a licensed healthcare provider. This medical provider order is valid for one year. The pharmacy label can fulfill this written requirement for prescription medications. Written directions from the physician or pharmacist must include:
  - a. Name of scholar
  - b. Name of medication
  - c. Name of qualified healthcare professional
  - d. Dosage and route of administration
  - e. Time or indication of administration
  - f. Current expiration date
2. The request for administration of prescription or non-prescription medication must be accompanied by parent/guardian written authorization. This permission form may be obtained from the school health office or on the school website, and is valid for one year.
3. All prescription medication is to be in its original labeled pharmacy container.
4. Over-the-counter medication must be provided to the school in its original, unopened container and stored in the health office. **Please do not send your child to school with over-the-counter medications stored in their backpack or lunch box.**
5. Natural and herbal preparations must be FDA approved, and will be treated the same as over-the-counter medications. Product safety verification, including reason for administration, possible side effects, and contraindications and must be available.
6. All medications are to be delivered to the health office by an adult, not the scholar, to ensure safe delivery.
7. Parents may request two containers from their pharmacy – one for the school and one to keep at home. The health office is unable to accept any medication that has been transferred from one container to another.
8. Expired medications cannot be accepted.
9. A new medication consent form must be provided for any changes in medication including dosage and time to be given.
10. The health office will carry a limited amount of over the counter medications including Acetaminophen (Tylenol or generic equivalent), Ibuprofen (Motrin or generic equivalent), Diphenhydramine (Benadryl or generic equivalent), antacid (Tums or generic equivalent), and cough drops. Scholars will need the appropriate school consent form on file, *signed by a health care provider and parent*, in order to receive these over-the-counter medications. This consent form is valid for one year.

11. All medications, health supplies, and personal supplies will need to be picked up by a parent or caregiver before summer break. Any items not picked up by end of the school year will be disposed of per state and county guidelines.
12. The use or administration of medication on school premises may be disallowed or limited if it is determined by a school Administrator, in consultation with health office personnel, that the threat of abuse or misuse of the medication may pose a risk of harm to a member of the student population.
13. Any medication that the school nurse or health coordinator deems to be unsafe must not be given until medical provider clarification is obtained. Health office staff must follow all state scope of practice regulations.

Adopted: 6/2015  
Revised: 3/2020  
Legal Reference: A.R.S. 15-157, 15-158, 15-341-A-43, 15-344  
A.A.C. R9-5-515

### **Medication Exceptions:**

Students are generally not permitted to carry medication while at school. Exceptions are listed below, provided the following requirements are met:

1. Prescription medications which have been identified by Arizona state law as being approved for self administration may be carried and self-administered.
  - a. Scholars who have been diagnosed with anaphylaxis may carry and self-administer emergency medications including auto-injectable epinephrine. A parent or guardian permission form must be signed each school year to authorize possession and self-administration. The medication container or device should be labeled with a pharmacy prescription label with the scholar's name. The scholar shall notify the school health office or school personnel as soon as possible following the use of the medication.
  - b. Scholars who have been diagnosed with a breathing disorder may carry and self administer a physician prescribed inhaler device. A parent or guardian permission form must be signed each school year to authorize possession and self-administration. A prescription label with the scholar's name should be on the container or device. The scholar shall notify the health office immediately if the medication does not provide relief from symptoms.
  - c. Scholars who have been diagnosed with Diabetes may carry appropriate medications and monitoring equipment and self-administer the medication. A parent or guardian shall provide a diabetes medical management plan annually, signed by a licensed health professional or nurse practitioner.
    - i. Voluntary diabetes care assistants, subject to approval by the parent or caregiver, shall be trained to administer emergency medications to scholars with diabetes.

- ii. The medication and monitoring equipment should be labeled with the scholar's name. The scholar must be able to practice proper safety precautions for the handling and disposal of the monitoring equipment and medications in a manner that is agreed upon by the parent and by the school.
2. When a physician deems it necessary for a scholar to carry and self-administer medication at school (not approved by State law), the physician shall provide written recommendation.
3. Written parent permission is required for each school year. Appropriate forms are available in the health office and on the school website.
4. Upon signing the parent/guardian permission form to self-carry medication, the parent/guardian is relieving the school and its personnel of any responsibility for the benefits or consequences of the medication and that the school bears no responsibility for ensuring that the medication is taken.
5. The scholar shall take extraordinary precautions to keep secure the medication and medication equipment. The scholar will not share, make available, or administer this medication with another scholar under any circumstances. The scholar shall immediately report the loss or theft of any medication brought onto school campus. Violation of this regulation may subject the scholar to disciplinary action.
6. The school reserves the right to withdraw permission at any time if the scholar is unable to demonstrate responsible behavior in carrying or self-administering this medication while on school campus or attending school related functions.

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Revised: 3/2020  
Legal References: A.R.S. 15-341.34.(a)  
A.R.S. 15-341.35  
A.R.S. 15-344  
A.R.S. 15-344.01

### **Narcotic Medications and Narcan:**

The administration of narcotic pain medication at school is discouraged. These medications cause extreme drowsiness and may decrease the child's ability to focus and learn. They are also controlled substances and require heightened security. Some common prescriptions include Fentanyl, Tylenol with Codeine, Percocet, Vicodin, or any medication that contains morphine, codeine, hydrocodone, or oxycodone. Parents need to speak with the school nurse or health coordinator if a narcotic needs to be administered. Narcan may be administered at school in accordance with the protocol specified by the scholar's prescribing health care provider.

Adopted: 6/2015  
Revised: 3/2020  
Legal Reference: A.R.S. 15-344  
A.R.S. 36-2267

### **Field Trip Medications:**

1. Day trips:
  - a. On one-day trips, medication may be administered by a school staff member designated by the Principal.
  - b. Parents must supply an extra prescription container to send on the field trip.
  - c. If an extra prescription bottle is not provided, then the health office will send the school container with its entire contents, unless other arrangements are made.
2. Overnight Trips:
  - a. On extended trips, the medication may be administered by a school staff member designated by the Principal.
  - b. The parent must give the medication directly to the Principal's designee in charge of the trip, and provide any necessary teaching.
  - c. The medication must be kept in possession of the Principal's designee, unless it is an emergency medication as allowed by State law to self-carry.

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Revised: 3/2020  
Legal Reference: A.R.S. 15-341.34.(a)  
A.R.S. 15-341.35  
A.R.S. 15-344  
A.R.S. 15-344.01

### **Illness:**

Please take a moment to review the following health concerns listed below and the guidelines we will follow:

1. Fever
  - a. A scholar with a fever over 100°F will be sent home from school.
  - b. A scholar may return to school when he/she is fever free for 24 hours without the use of fever-reducing agents such as Tylenol or Motrin.
2. Vomiting/Diarrhea
  - a. A scholar who vomits or has diarrhea will be sent home from school.

- b. A scholar may return to school when the vomiting and/or diarrhea has been resolved for 24 hours without the aid of medication.
3. Unidentified skin rash
- a. A scholar with an unidentified skin rash will be sent home from school.
  - b. A visit to a healthcare provider may be requested for diagnosis or recommendation for treatment.
  - c. Not all health conditions require a physician evaluation, however a scholar will be need to be excluded from school until the symptoms of a contagious illness have been resolved or until the child has received medical care from a physician and is cleared to return to school.
4. Contagious Infections (such as Strep Throat, Pink Eye, Impetigo, Ringworm)
- a. A scholar with, or recovering from, a communicable disease will not be permitted in school until the period of contagion has passed or until a physician recommends a return.
  - b. Please notify the school health office immediately if your child has been diagnosed with a contagious illness, including a description of greatest presenting symptoms.
5. Pediculosis (head lice)
- a. Head lice are a common problem, and can occur under the best of sanitary conditions. Head lice can be a nuisance but they have not been shown to spread disease.
  - b. Please let us know that you have treated your child for lice, or that you suspect your child has head lice. We will keep this information confidential.
  - c. A scholar found to have LIVE head lice will be sent home from school. The scholar may return to school once treatment has been completed.
  - d. Scholars treated for head lice will need to be re-checked for live lice by the school nurse or health coordinator before returning to class.
  - e. The scholar will not be denied admittance to school based upon the presence of nits (eggs).

Adopted: 6/2015

Revised: 3/2020

Legal References: A.R.S. 36-621  
A.A.C. R9-5-515

Cross References: Arizona Department of Health [FLIP CHART INFECTIOUS DISEASE](#)  
National Resource Center for Health and Safety  
[CFOC Standards Database](#)

## **Communication:**

1. Please make sure that parent and emergency contact information is kept up to date with the school office. This information is critical for good communication between parents and school staff.
2. Should your child have surgery, a major illness, or be recovering from an accident please contact the school health office so that we may assist you with safe and appropriate care for your child at school.
3. All scholar visits to the health office will be documented into our school's secure electronic record. This information is accessible for parent review through "ParentVUE" as an app for the phone or computer. Minor injuries and visits with details of follow up care will be logged into this database. Parents/caregivers are encouraged to review this record regularly, and to contact the health office for any questions or concerns. Parents will be immediately notified of scholars who are deemed seriously ill or injured.

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