

PARSIPPANY-TROY HILLS
TOWNSHIP SCHOOLS

HEALTH SERVICES
HANDBOOK



Dear Parent:

This booklet explains the practices and policies pertaining to the health and welfare of your child in the Parsippany-Troy Hills Schools.

Please save it and refer to it as needed.

Always feel free to contact us at any time that we can be of assistance to you.

Sincerely,

Your School Nurses

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REGISTRATION

KINDERGARTEN

Children entering Kindergarten require the following:

1. A valid Birth Certificate.
2. Be five years of age on or before October 1.
3. A record of required immunizations.
4. A physician's report of the child's recent medical examination.

A dental, vision and hearing screening is recommended.

TRANSFERS

1. Must present a transfer card from a previous school.
2. Must present proof of required immunizations.
3. **Students entering from out of state or out of country must have a MANTOUX TB TEST within six months of entrance to school.**
4. Students moving out of the Parsippany School District must notify the school secretary one week in advance of the last day of attendance.

EMERGENCY CARD

1. Each student is given an emergency card the first day of the school year.
2. Both sides must be filled out and returned immediately.
3. Please give two (2) names of persons to be called in your absence.
4. Emergency card information enables us to contact you promptly should your child become ill or injured or if some other sudden situation arises.
5. **ALWAYS NOTIFY THE SCHOOL NURSE IF THERE IS ANY CHANGE IN THE INFORMATION ON YOUR CHILD'S EMERGENCY CARD.**

PLEASE NOTE: All students who wear glasses should have shatter proof lenses.

IMMUNIZATION

New Jersey State Law requires immunizations as follows:

1. *D.P.T. series and a Booster
2. Tdap Booster prior to entry into grade six (not less than 5 years from last Tetanus Booster)
3. *Polio vaccine - two doses and a Booster
4. Measles vaccine - after first birthday - two doses
5. Rubella vaccine -after first birthday (preferably MMR)
6. Mumps vaccine - after first birthday (preferably MMR)
7. Hepatitis B vaccine—3 doses
8. Meningococcal—prior to entry into grade six
9. HIB - Preschoolers only, number of doses is determined by the physician.
10. Pneumococcal—preschoolers only
11. Influenza—preschoolers only
12. Varicella—after first birthday.

***Last dose must be given on or after the fourth (4th) birthday.**

Only official documents are acceptable.

NO CHILD WILL BE ADMITTED WITHOUT PROOF OF IMMUNIZATION

Please notify your school nurse whenever your child receives a booster so that the health record will be current and accurate.

MEDICATION POLICY

Whenever it is necessary for a student to take medicine during school hours, it must be brought to the nurse's office in the original labeled prescription container by a parent/guardian.

To give **ANY** medicine prescription or non-prescription, we must have a written request from the **DOCTOR** and parent indicating:

1. Name of medication
2. Dose to be given
3. Time to be given
4. Length of time to be given
5. Reason for medication

*There is a school form for this purpose available at the nurse's office.

There are strict regulations concerning medication on field trips. No Board of Education employee, except for the school nurse, may administer medications. Please call your school nurse for an explanation of your options.

ATTENDANCE

1. Absence and tardiness should be reported to the school. Schools have a Child Safe Program requiring daily calls to the Child Safe voice mail box. Please check your individual school policy.
2. If your child has a fever, he/she should not return to school, until the temperature is normal for a 24 hour period, without the use of Tylenol or Advil. You should not send your child to school if he/she:
 - has had diarrhea/vomited within the last 24 hours.
3. Upon returning to school, **students are required to submit a written excuse signed by the parent.**
4. If your child goes home at lunchtime and does not return, always notify your school.

PHYSICAL EDUCATION

New Jersey State Law requires all students to participate in a physical education program unless excused by a physician.

However, for reasons of temporary illness or injury, a student may be excused up to three (3) days, upon receipt of a note from the parent. Beyond (three) 3 days requires a note from your physician.

INJURY OR ILLNESS

Whenever a child is injured or becomes ill at school, the procedure is as follows:

1. First aid treatment is administered.
2. The parent, or person on the emergency card is notified if necessary.
3. The parent will be required to call for the student or arrange for transportation in cases of illness or minor injuries.
4. Every effort will be made to contact a parent immediately if an emergency arises requiring special transportation.

**The school is not responsible
for injuries that occur at home.**

PHYSICAL EXAMINATIONS

New Jersey State Law requires physical examinations be done on the following students, by your primary health-care provider:

- All kindergarten students
- All new admissions to school in Parsippany
- All students applying for working papers
- All students involved in interscholastic athletics
- All students being evaluated by the Child Study Team, when necessary

In addition, although not required, we urge you to obtain subsequent medical examinations at least one time during each developmental stage at early childhood (preschool through grade three), preadolescence (grades four through six) and adolescence (grades seven through twelve). Such examinations are very important.

SCREENING PROGRAMS

The school nurse performs the following screening programs:

Vision, Color blindness
Hearing
Height & Weight
Scoliosis
Blood Pressure
T.B. Tests

Parents are notified if any problems are detected.

SCOLIOSIS SCREENING

Scoliosis screening is mandated by the State.

The biennial screening of all students age 10 - 18 for scoliosis or curvature of the spine is done to identify any deviation and initiate early treatment.

If a problem is suspected, parents will be notified and requested to see their own physician for evaluation.

Please contact your school nurse prior to screening if your child has been previously diagnosed or if you have any questions.

BLOOD PRESSURE SCREENING

Blood pressure screening of all students in grades K-12 is done annually. Any deviation from normal shall be reported to the parent by the school nurse. Parents will be requested to see their own physician for evaluation.

SPECIAL PROGRAMS

1. Home instruction and special transportation are available for students with special needs.
2. Dental care, vision exams, and free milk/lunch are available for eligible students.
3. Health and Family Life Education.
4. Counseling - given on an individual basis when indicated.

Contact your school nurse for details on any of the above.

School Nurses can be reached at: (973)

Brooklawn Middle School	428-7551
Central Middle School	263-7125
Eastlake Elementary.....	428-7583
Intervale Elementary	263-7075
Knollwood Elementary	263-7060
Lake Hiawatha	263-4344
Lake Parsippany Elementary	428-7572
Littleton Elementary	682-2847
Mt. Tabor Elementary	889-3361
Northvail Elementary.....	263-7070
Rockaway Meadow Elementary	263-7308
Troy Hills Elementary.....	428-7588
Parsippany High School.....	263-7001
Parsippany Hills High School.....	682-2815

Listen for prompt, then dial extension #2.

Notes

Revised: 8/10
SN#1

A:nurseh-publ