**Health Policies and Procedures**

**(taken from Parent Handbook)**

Our school implements hand-washing policies for children and adults especially: when you have a cold, you have used the bathroom, or are about to eat or handle food. Hand washing is the best preventative for illnesses. We encourage all our students and staff to wash their hands frequently with soap and warm water.

Parents should instruct their children about good hygiene practices. The following practices are encouraged at school: 1. Cough or sneeze into your shoulder or inside of your elbow.

2. Wash your hands often and well with soap, especially if you have a cold/flu, you have used the bathroom, you are about to eat, or you’ve come in from playing outside, shopping, etc.

3. Throw your used tissue away in a wastebasket.

4. Keep your hands and objects away from your mouth, eyes, ears, and nose.

***Illness***

When a child develops symptoms during the school day, they will be placed in the office area on a cot or chair until their parents are able to pick them up. Parents, or adults designated on your child's health form, will be notified to pick up the child.

Please keep your child home if they are exhibiting any of the following symptoms:

* if your child has diarrhea, throws-up, has a fever, or chills they should be home and off medication for at least 24 hours
* rash or sores (child must stay home until clear or cleared by doctor)
* severe cough
* colored drainage from the eyes or nose
* inflamed or swollen eyes
* severe headache

Contagious Diseases -- Please let the office know if your child becomes ill with a contagious illness, so that we may alert other parents to watch for symptoms in their child. The children in your child's class will receive a note stating the illness and its symptoms.

* Hand, Foot, and Mouth Disease, Fifth’s Disease, Chicken Pox, Hepatitis A, Impetigo,
* Lice – stay home until the day after treatment and there are no eggs or live lice
* Ringworm – Home 24 hours after treatment
* Scabies – Home 24 hours after treatment
* Strep Throat and Scarlet Fever – Stay home until after 24 hours on antibiotics
* Pink Eye – Stay Home until 24 hours of treatment

The City of Chicago requires a physician’s note allowing children to attend school

* after an illness of 3 school days or more,
* after a communicable disease (see list above),
* at the discretion of the school.

If your child has allergies or a medical condition we should be aware of, please notify the office **before** your child attends our school.

***Immunizations/Doctor Visits***

A schedule of recommended ages for immunizations is included with all health forms yearly. This also details the other medical form requirements for your child. The Illinois Department of Public Health requires students entering preschool, kindergarten, 5th grade and 9th grade to have a physical exam and immunizations completed by the first day of school, or they will not be allowed to enter class. A tuberculin skin test (intradermal Mantoux test, not multiple puncture test) **upon** **first entry into school** and at grades 5 and 9 for Cook County. Children attending preschool are also required to have the hepatitis B, haemophilus influenza type b (Hib) and the varicella chickenpox vaccinations. Parents need to complete the health history section and sign it. The physician needs to complete the required information in the immunization and physical examination sections. The lead screening and Tuberculin skin test sections must be filled out. This form must be personally signed and dated (NOT STAMPED) by your doctor and brought to school by August 1st. Beverly Montessori School is a registered school with the State of Illinois, therefore, we must follow Illinois law. Children are only allowed to be exempt from immunizations and/or examinations for medical or religious reasons. We must have proper documentation on file.

The state of Illinois requires a mandatory dental exam for all students in kindergarten, second and sixth grades. Your licensed dentist should complete the state form and return it to us. As of January 1, 2008, the state also requires a comprehensive eye examination for children entering kindergarten. Forms, including waivers, can be obtained at the Illinois Department of Public Health web site [www.idph.state.il.us.](http://www.idph.state.il.us.) Click on “a-z topics,” then click on “child health examination forms.”

***Medical Emergencies*/*Injuries at School***

If an accident or a medical condition of a child occurs at school, a child's parents (or other adults indicated on the School Health Form) are contacted immediately. A staff member will see that the child is comfortable and will follow the FIRST AID guidelines. If necessary, we will call for an emergency mobile unit to transport the child to the emergency room of Little Company of Mary Hospital, 2800 West 95th Street. If moving the child would be harmful, 911 will be called for an emergency mobile unit. The School Health Form on file in our office is also taken with the child, so that emergency treatment can be given immediately in the absence of the parent.

***Medication***

Our staff will administer medication only when requested by parents and an authorized physician. All medications must be brought to school in the original container labeled with the child's name, prescription number, medication name and dosage, date and refill, doctor's name, pharmacy and phone number. Over the counter drugs must be brought in their original container and with the child's name on it. Cough drops are considered medication. Under no circumstance, may a student medicate him/herself. This includes cough drops.