

**2022-2023 SCHOOL YEAR
HEALTH SERVICES INFORMATION**

Dear Parent/Legal Guardian:

As we welcome you to the 2022-2023 school year, Fulton County School System's Department of Health Services has developed this letter to help families prepare their child(ren) for a safe and healthy school year. In collaboration with each school, District Health Services works to ensure students stay healthy, safe and are ready to learn. Our licensed Registered School Nurses and Clinic Assistants work together as a team to manage health services at each school and serve as the key resource for all health-related matters. This letter will explain some of our health services policies, procedures, and guidelines. To be successful, we need your assistance and cooperation in preparing for the possibility that your child may become ill, sustain an injury during school, need assistance with a medical condition/illness or procedure, or require medication administration. Working together remains critical so that we may provide the best care for your student(s).

EMERGENCY INFORMATION / HEALTH CONDITIONS / CHRONIC ILLNESSES / HEALTHCARE PLANS

Emergency contact and health information should be updated at the beginning of every school year by the parent or legal guardian, (or upon new enrollment in a Fulton County School) and if any information changes during the school year. Please list your best contact information (cell phone) and include relatives/friends as emergency contacts for your child in the event you cannot be contacted. Updated health information enables the school to contact you in case of an emergency, accident, or illness. **It is the parent or legal guardian's responsibility to keep the student's health and contact information (telephone numbers, address, care plans, etc.) updated.** The school should be notified if a child has a medical condition or chronic illness, or if a child requires assistance for any medical procedure or treatment. Healthcare Plans and the appropriate district Authorization Medication Forms (SHS-1 / SHS-2) are required for chronic illnesses and other conditions that necessitate care at school (i.e., diabetes, asthma, severe allergies, seizure disorder, etc.). The school should also be informed if a child takes daily medications, has a severe allergy, or if the child has a disability that requires a special diet. *For special diet requests, please contact School Nutrition at 470-254-8960.* In addition, *if your child rides the bus and carries any emergency medications (e.g., inhaler, epinephrine, Diastat, etc.) or has any serious health conditions that the bus driver should be aware of (i.e., diabetes, seizure disorder, asthma, allergies), please notify Transportation Services.* You can contact North Transportation Services at 470-254-2970, and South Transportation Services at 470-254-6060.

Please note, parents/guardians should give all medications and/or medical supplies directly to school personnel, not to the bus driver. In exceptional cases, and only due to extenuating circumstances will the driver be given permission to deliver medication or medical supplies to designated school personnel. The parent must contact Transportation to arrange transport and must comply with all guidelines of District Health Services and Transportation Services.

STUDENT ILLNESS / INJURY

We will continue to take extra precautions to keep students and staff safe. We will maintain clinic guidelines and protocols to manage the care of students who present with flu-like illnesses and COVID-19 symptoms (which are similar). **Students who have these symptoms, and who are ill, have a fever of 100.4°F or greater, chronic diarrhea or vomiting and/or may have a contagious illness (potential or actual) MUST NOT be sent to school and will not be permitted to remain in school.** To return to school, a student should be well (have improved symptoms) and they must be free of fever for more than 24 hours without the use of fever-reducing medications like acetaminophen (Tylenol) or ibuprofen (Advil/Motrin), diarrhea and vomiting. In some cases (i.e., contagious illnesses, respiratory illnesses, chronic diarrhea, or recurrent fever), students may be asked to obtain clearance from a healthcare provider before returning to school and a note must be provided. When a student becomes ill at school, has a fever, or a potential contagious/communicable illness the parent/legal guardian will be notified to pick up their child immediately. The parent/legal guardian MUST ARRANGE for the student to be taken home. Again, a note from a healthcare provider may be requested by the school before your child can return to school. We are also implementing the use of personal protective equipment (PPE) in our clinics for students who exhibit symptoms of COVID-19. **In case of a serious accident, illness or emergency at school, your child will be transported by ambulance to an emergency medical facility if deemed necessary by EMS. The parent/legal guardian is responsible for all expenses regarding such transportation.**

MEDICATIONS

When possible, medication should be taken at home, including all non-essential medications such as vitamins, herbals, essential oils, and prescribed pain medications. However, if medication must be taken at school, on a field trip or during a "before or after" school-chaperoned activity, parents must provide all medications (prescribed and over the counter) and the following policies and procedures apply (Note: Fulton County Schools reserves the right to decline administration of nonessential medications). Medications must be listed individually on the appropriate required district Authorization Form, and it is the parent/legal guardian's responsibility to send the appropriate form to the school.

1. **Authorization for Medication Form** – *The parent/legal guardian must complete an authorization and instruction form titled "AUTHORIZATION TO GIVE MEDICATION AT SCHOOL SHS-1 Form."* For all prescription medications, a healthcare provider must **also sign the form.** A faxed copy of the form from your doctor's office that also contains the parent/legal guardian's signature is acceptable. For your convenience, all schools have copies of the form on-site, or you can access the Student Health Services website. **The school cannot give medications without the authorization form. The same form is used for prescription and non-prescription medications.** Medication Authorization Forms are only valid for **one/current school year.** A separate form **MUST** be used for each medication.
2. The medication and the authorization form must be taken to the school clinic/office by the parent/legal guardian. However, if this is not possible, the student should be instructed to take the medication and the authorization form directly to the school office/clinic upon arrival to school. **Please instruct your child that under no circumstances should medication be shown to or shared with another student.**