

**MANHASSET PUBLIC SCHOOLS  
200 MEMORIAL PLACE  
MANHASSET, NEW YORK 11030**

**Summary of Health Services**

The primary responsibility for the physical and emotional well-being of our students rests with their parents and family. However, all staff members are interested in your child's well being, and our Health Office personnel, in particular, is committed to maintaining the health of all of our students. Our goal is to optimize a child's health in order to maximize learning. School nurses strengthen and facilitate the educational process by assisting parents and students to effectively deal with the broad range of physical, emotional, and social issues that confront them. Our professional nurses are uniquely qualified and prepared in preventive health, health assessment, and referral procedures. In order to allow us to discharge our responsibilities in a consistent manner and to enhance home-school cooperation and communication, we want to share with you several district policies that govern the delivery of health services.

**STUDENT HEALTH SERVICES:** New York State Education Law and Regulations of the Commissioner of Education require physical examinations of children when they:

1. Enter the school district for the first time
2. Are in Grades Pre-K, K, 2, 4, 7 and 10
3. Participate in interscholastic athletics
4. Apply for working papers

If your child is required to submit an approved physical examination report and has not done so by October 1<sup>st</sup>, a health appraisal will be scheduled at school and conducted by the school physician.

**DENTAL HEALTH:** New York State Education Law and Regulations of the Commissioner of Education require dental examinations by a duly licensed dentist in the state of New York when:

1. Enrolling in pre-kindergarten, kindergarten or first grade in a public elementary school
- or

2. Are in grades Pre-K, K, 2, 4, 7 and 10

**IMMUNIZATIONS:** Vaccine preventable communicable disease control; New York State Public Health Law require that all children attending a school in New York State be immunized against the following childhood diseases: Diphtheria, Polio, Measles, Rubella, Hepatitis B, Mumps, Tetanus, Pertussis and Varicella. At the time of registration of pupils (i.e. kindergarten children, new entrants, or transfers) proof of immunization is required. Before a child is registered, Health Office personnel shall review the child's cumulative health record and immunization certification. The child's parent/guardian shall be notified verbally and in writing of any needed immunizations and/or required certificates of proof. Children who are either not fully immunized or cannot provide proof of immunization shall not be admitted to school, as required by New York State Law.

**ANNUAL SCREENINGS:** New York State Education Law requires the following annual screenings:

Scoliosis: Grades 5 – 9

**INTERSCHOLASTIC ATHLETIC HEALTH APPRAISALS:** Regulations of the Commissioner of Education requires an adequate health appraisal prior to a student's participation in an interscholastic athletic program. This examination may be performed by either your family

**WORKING PAPERS:** Working papers are required for students under the age of 18 who desire to obtain part-time employment. Manhasset residents may obtain application materials through the Manhasset Secondary School Health Office from 8:30 AM – 3:00 PM during the school year, and from 8:00 AM to 2:00 PM during July and August. **PLEASE CALL AHEAD DURING SUMMER HOURS.** Proof of age (e.g. birth certificate or passport and a current physical examination are required.

**HEALTH RECORDS:** A health record is maintained for every student. It is established upon a student's entry in school and maintained until a student graduates, transfers, or withdraws from school. In the event a student has special needs, the school nurse will notify the student's teachers and counselors, on a confidential basis, about this condition so that the learning environment can be modified to accommodate these special needs.

**HOME SCHOOL COOPERATION:** In order to optimize your child's health, it is imperative that you and our Health Office personnel communicate on a regular basis. If, as a result of routine Health Office screenings, we feel that a referral to

a specialist is needed, parents will be informed. In order to update your child's records, we ask that a record of your follow-through be returned to your school nurse. We also request that you keep us advised of any illness, injuries, medications, or special needs that your child may have.

**ILLNESS OR INJURY:** In the event a student becomes ill or injured in school, the school nurse will administer first-aid (the school is limited by law to provide first-aid only). You will be notified if further medical care and transportation home is needed. Parent notification is expedited if the emergency card you receive is filled out properly and returned to the school nurse. Please see to it that the information on this card is kept current. If a child is absent for (4) days due to injury, illness or any surgical procedure, a conference with the school nurse, parent and student is required before readmission. Please call the Health office for an appointment. Our Health Office staff welcomes any inquiries regarding your child's physical and emotional well-being.

**ADMINISTRATION OF MEDICATION:** New York State Education Law controls the conditions under which medication can be administered to students during the school day. In such instance Health Office personnel will administer medication as follows:

- .. Parental request must be made in writing
- ..Physician's authorization must be made in writing
- ..Written order must contain student's name, name of medication, diagnosis, prescribed dosage, duration of treatment, and prescriber's name, title, signature, address and telephone number
- ..The medication, in its original pharmacy container, must be delivered to the Health Office by the parent.
- ..Students may not carry medication except for those life-saving drugs approved by New York State Law. Physician's orders and parental permission are necessary to carry medication.

We are a Drug Free School District.

**HANDICAPPING CONDITIONS:** When you know your child will be absent for an extended period due to any injury or prolonged illness, the school nurse should be contacted. We can investigate the possibility of instruction at home, and we can assist you in securing available medical services if desired. If the handicapping condition is likely to endanger the student or his classmates, limits are placed upon such activities as Technology, Physical Education, Driver Education classes, etc.

**HEALTH INSURANCE:** The Manhasset UFSD has purchased a secondary health insurance policy which provides supplementary coverage to a family's health insurance policy. The coverage extends to injuries sustained by Manhasset Public School students while participating in a school sponsored activity. The schedule of payment is designed to assist a family while meeting its out-of-pocket expenses after the claim has been satisfied by the primary health insurance carrier. The Manhasset UFSD will not assume any responsibility for claims which are in excess of the policy limits.

**ALL STUDENTS NEED TO REPORT THEIR INJURY TO THE SCHOOL NURSE WITHIN 30 DAYS OF THE DATE OF INJURY.**