

**Physical Examinations and Immunizations**

The Illinois School Code requires all incoming freshmen to have a physical examination completed by a physician licensed to practice medicine in all its branches (Medical Doctor or Doctor of Osteopathy). Immunizations are to be in compliance with the law.

**It is the responsibility of parents to notify the school nurse of any situations that may affect the physical well being of a student at school.**

All freshmen are to present the completed physical examination and updated immunization records to the school the day of registration in August. Failure to comply with these requirements for the current school year will result in the student's exclusion from school until the required health forms are presented to the District. Dental examinations are encouraged.

New students who are first-time registrants in the District shall have thirty days following registration to comply with the health examination and immunization regulation.

Students transferring from out of State or out of Country must submit proof of immunizations within the previous twelve months.

Athletes must complete a physical examination each year before they begin practice of any sport. The physician/nurse practitioner, or physician assistant must sign the physical.

Religious objections will need to be presented according to the regulations in the School Code.

Health records are considered permanent records and shall be maintained for sixty years.

**Any student who is ill must report to his/her respective class, obtain a pass from the teacher using the student's own handbook and then report to the nurse's office, unless an emergency exists. Most visits will be limited to a maximum of fifteen minutes.**

The student handbook contains a Nurse's Pass page that must be used by the student as the pass. The student's condition will be evaluated. If the illness or accidental injury is such the student should not remain at school, the nurse or authorized school personnel will call the parent (or responsible adult on the emergency card) and arrange for the student to go home. Students with medical limitations may have special classroom **accommodations** arranged by presenting a physician's statement that includes: the medical problem incurred, the beginning and ending dates for the special arrangements.

Services provided during the school year include; vision screening, hearing screening, head lice screening and a blood pressure awareness program. In addition, immunization programs when made available to the school and health education programs may be presented.

**Medications Administration guidelines**

Only those medications which are absolutely necessary for the critical health and

well being of a student and to maintain the student in school shall be administered during school hours. Contact the school nurse and complete the appropriate forms before sending medications to school. Medications are to be kept in the health office. No medication, either prescription or over the counter, may be carried at school by a student except Inhalers, Epi-pen and glucose as ordered by a physician.

A copy of the complete medication policy may be obtained from the school nurse or the administrative office.

### **Students with Food Allergies**

State law requires our school district to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and state rules.

If your student has a life-threatening allergy or life-threatening chronic illness, please notify the building principal at (618) 357-5013 ext. 103.

Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your student has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the needed supports so that your student can access his or her education as effectively as students without disabilities.

Not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504. Our school district also may be able to appropriately meet a student's needs through other means.

### **Care of Students with Diabetes**

If you child has diabetes and requires assistance with managing this condition while at school and school functions, a Diabetes Care Plan must be submitted to the school principal. Parents/guardians are responsible for and must:

- a. Inform the school in a timely manner of any change which needs to be made to the Diabetes Care Plan on file with the school for their child.
- b. Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers.
- c. Sign the Diabetes Care Plan.
- d. Grant consent for and authorize designated School District representatives to communicate directly with the health care provider whose instructions are included in the Diabetes Care Plan.

For further information, please contact the Building Principal.

**Head Lice**

The school nurse will screen students individually or by classroom as indicated by the prevalence of head lice. When a student is identified with signs of head lice the following steps will be taken.

1. The parents or a responsible adult will be notified if signs of head lice are present and the student will be sent home. Written and verbal information will be provided to assist the parents in the treatment of head lice. The student's hair must be treated and the nits removed.
2. Students will not be allowed to attend school if they have lice or nits.
3. Siblings attending other schools should be screened by the personnel in that school.
4. Parents must make an appointment to have the student re-screened by the school nurse before returning to school. The parent or a responsible adult must accompany the student for this screening. To schedule appointments call the school nurse at 357-5013 ext. 114.

**Vision and Hearing**

Vision and hearing screening tests are provided through the Health Service. Vision screening will be done, as mandated, for the Special Education students, Teacher referrals, and students new to the district in October of the current school year. Vision screening is not a substitute for a complete eye and vision evaluation by an eye doctor. Your child is not required to undergo this vision screening *if* an optometrist or ophthalmologist has completed and signed a report form indicating that an examination has been administered within the previous 12 months and that evaluation is on file at the school. Vision screening is *not* an option. If a vision examination report is not on file at the school for your child and your child is in Special Ed, has been referred by a teacher or new to the district he/ she will be screened.

Any student entering an Illinois school for the first time is required to have an eye examination. Examinations must be performed by a licensed optometrist or medical doctor who performs eye examinations, as specified in the Illinois Department of Public health administrative rules. Contact the nurse for proper forms.

**Asbestos Management Plan**

**An asbestos management plan is on file in the District office.**

**Student Safety**

**Student safety is our District's top priority. In addition to physical safety, the District is concerned with students' emotional well-being and will help students cope with an emergency or disaster and its aftermath. The following outlines our emergency and disaster response plans.**

### **Safety Plans**

The District has plans for all four phases of emergency and disaster management:

1. **Preparedness – planning for an emergency or disaster event;**
2. **Response – planned response to an emergency or disaster event;**
3. **Recovery – the process of returning to normal operations; and**
4. **Mitigation – steps taken to minimize the effects of an emergency or disaster.**

### **INSURANCE**

**ACCIDENT ONLY** insurance coverage is available to all Pinckneyville Community High School students during a school-related activity. Student insurance will be made available for all students desiring coverage.

### **VIDEO SURVEILLIANCE**

For the safety of all students and guests of Pinckneyville High school, all parties are notified that the grounds and buildings of PCHS are protected by 24 hour video surveillance.

### **Instructions for Child Sex Offenders**

A child sex offender must complete a School Visit Request in order to lawfully visit school property. This form must be completed for each visit to school property.

### **Visitors**

Students are not permitted to bring visitors or friends to school without prior administrative approval. Students visiting from other schools must be approved five days in advance. Visitors will not be allowed to see students unless an emergency exists. A visitor must report to the office, sign in, and receive approval from the principal to be in the building. They will be given a visitor's pass to wear or carry. Parents are always welcome to visit PCHS and discuss any problems concerning their child. If parents wish to pick up their child before school is dismissed, they are to stop in the office and the classroom teacher will be notified to dismiss the student.

Students may not invite guests onto school grounds before school, during lunch periods, or other times without prior approval from the principal.

Teachers and other employees may request any person entering a public school building or the grounds which are owned or leased by the board for school purposes and activities to identify him or herself and the purpose of the entry. A person who refuses to provide such information is guilty of a Class A misdemeanor (105ILCS 5/24-24).

**Military Recruiters**

From time-to-time, military recruiters and postsecondary educational institutions request the names, telephone numbers, and addresses of our secondary students. The school must provide this information unless the parent(s)/guardian(s) request that it not be disclosed without prior written consent.

**IMPORTANT:** If you do not want military recruiters or institutions of higher learning to be given your secondary school student's name, address, and telephone number you must complete the necessary forms and return it to the Building Principal.