

To Parents / Guardians York Learning Center Students

Happy Summer to all York Learning Center Students and Families. My name is Susan Combs and I am the Certified School Nurse at the York Learning Center. Lucinda Slenker and Lorie Myers are the Licensed Practical Nurses in the East Wing and Marsha Snyder is the Licensed Practical Nurse in the West Wing. We would like to ensure that your child's medical needs are met while at school. In order to get ready, we have included an explanation of forms that we may need for the next school year that are included in this envelope.

A copy of our **Health and Emergency Form**. Please fill out in its entirety (front and back) to ensure that we know how to best meet the child's needs. This form will be used for Emergency Medical Services if your child would ever have a medical emergency so the more thorough the better. It also allows us to know which first aid measures to utilize if needed. The listed medications on the Health Emergency form are the medications we have standing orders for and will only be given if you have signed permission for us to administer. We can only give four doses of any over the counter medication per month before we will need a doctor's order to administer.

Physician's Report - Medication. All medications including over-the-counter medications need to have a doctor's order to be administered, as well as a parent/guardian signature. It is your responsibility to notify us if there is any change to the medication order, including discontinuation and changing of dose or times. All medication needs to come in a bottle labeled by the pharmacist or primary care provider. Medication bottles must not be expired and must include the name of the student, name of medication, and the correct dose/frequency/route of administration.

Dietary Form / Tube Feeding Orders. If your child has dietary needs such as food allergy, disability affecting food consumption or special dietary needs, we have included a Special Dietary Needs Form. Please let us know if a dietary issue has arisen and we can send a form home.

Physical/Dental Forms. All students need a physical form from a primary care provider before entrance into school and any student going into 6th grade and 11th grade. Dental forms are needed before entrance into school and any student going into 3rd grade and 7th grade. Physical and dental reports are a state requirement and we will continue to send forms home until completed forms are received.

Vaccinations. Vaccination or exemption forms need to be completed prior to entry into school and prior to entering 7th grade and 12th grade. Children may be denied admittance into school until immunization regulations have been met. See Department of Health for more information on guidelines.

Sunscreen Application. There is a newer form sent home that helps us know if you would like us to apply sunscreen on your child or if you feel comfortable having them apply themselves. Please select all boxes that apply. If student independent with applying sunscreen. We will monitor students for safe application. Once sunscreen application form completed, the form will remain on file in the nurse's office and we will only expect you to check that it can be applied or not on the Health and Emergency Form each year.

Emergency Action Plans. If your child has Seizures, Asthma, Allergies, Diabetes or other need for an Emergency Action Plan, we will send home an Emergency Action Plan for the new school year. Please review these plans with the primary care provider for any necessary changes. Please return before school starts in August so these plans can be shared with the classroom teacher, classroom staff and bus driver as needed.

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