

MONTGOMERY TOWNSHIP SCHOOLS  
SCHOOL HEALTH SERVICES

**PLEASE RETAIN AT HOME FOR REFERENCE**

1. **ABSENCES** – Please [report an absence](#) before the start of the school day by calling the school’s attendance line; **call 609-466-7610, prompt #2**. Alternatively you may report an absence through the [Parent Access \(Genesis\)](#) system; [click here for instructions](#). You will be called at home or work if your child is absent and the school has not been notified.
2. **FIRST AID/ILLNESS** – For those children who become injured at school, medical care or first aid will be administered. Students who are sick or injured while at school will be assessed by the school nurse and treated accordingly. Referral to the parent/guardian will be made for subsequent care. When your child is ill or injured at school you or your designee will be requested to furnish transportation home.
3. **Nurse Emergency Card** – The Nurse Emergency Card must be completed and signed online. In the event an emergency should arise, it is important that we are able to provide the best care for your child. Therefore, it is also important to keep the Health Office informed of any change in home or work phone numbers. It is also imperative that you [update your contact information in Genesis](#); the e-mail addresses are a database in the foundation for sending mass e-mailings.
4. **Do not send a child to school with a fever of 100.2 or more**. MTSD school physician recommends a student must be fever-free without the use of a fever reducing medication for 24 hours before they can return to school. Depending on the contagious illness a 24-hour course of antibiotics may be necessary before re-entry to school. **Also, do not send a child to school if they are vomiting or have diarrhea.**

**If your child is absent because of a communicable disease or an injury, please notify the nurse.**

5. **PHYSICAL EDUCATION RESTRICTIONS** – all students attending public schools are required to participate in the health and physical education program under N.J.S.A. 18A:35-7 except kindergarten pupils. If your child must be excused from gym please contact your child’s school nurse for the required documentation necessary to be excused from gym. **Note: a child out of gym may not participate in sports or recess.**

**6. MEDICATION - Please follow these procedures for the administration of medication in school.**

- A. All medication must be in the original container. If the pupil is taking a prescription medication it must be in the original prescription container with the prescribing label. ALL prescription medications require a doctor’s written order and [parent permission](#) for nurse to administer; please speak with your child’s school nurse. This permission is only good for one (1) school year.
- B. Parent/guardian must bring any medication to school and give it to the nurse.
- C. Medications may only be administered by a nurse in the school and or parent/guardian. Teachers are not permitted to administer medication to any student, with the exception to those delegated and trained annually by the school nurse.
- D. The only medications a student may carry are prescribed inhalers and an *auto-injector of epinephrine* following State guidelines. If a student is carrying these medications the necessary forms must be obtained from the nurse at your child’s school and completed by the parent/guardian and physician. Please contact the nurse at your child’s school before your child begins to carry these medications at school.
- E. If you would like your child to receive over-the counter medication you must provide an unopened package of the medication to be kept in the Health Office for administration by the nurse. Any dosage over the recommended amount according to package direction will require a physician’s order. [Click here for the appropriate form](#). Over the counter medication does not require a physician’s signature.
- F. If your child’s physician has prescribed medication for any of the conditions below: forms need completion by prescribing MD with their signature and office stamp and parent/guardian signature.
  - a. [Life-threatening allergy](#)
  - b. [Asthma](#)
  - c. [Seizure disorder](#)
- G. **If your child has a life-threatening allergy which requires the use of an auto-injector of epinephrine your child’s school nurse must have the completed Allergy Action Plan and the prescribed unexpired medication in order to participate in any school sponsored events including sports, field trips or any off campus events.**
- H. Any medication not picked up at the end of the school year will be discarded.

**7. Health Screenings** – Screenings are done for pupils depending on their grade level according to NJ State guidelines.

Parent/guardian will be informed if further medical follow-up is needed.

- A. Height, Weight, Blood Pressure
- B. Vision and hearing
- C. Scoliosis – ages 10-18 (Prior to screening, parents/guardians will receive written communication. If you prefer to have the scoliosis screening done by our child’s doctor and not in school, send in a written request to your child’s school nurse **at the start of the school year.**)
- D. A Mantoux tuberculin testing program is conducted in accordance with State regulations and New Jersey law.

**8. Physical Exam** – All pupils entering Preschool & Kindergarten or the district for the first time must submit a recent physical within 30 days of entering the school. Please note that all students wishing to participate in sports must have a current physical on file in the nurse’s office. All physicals are subject to clearance by the school physician before an athlete may be cleared to participate in practices or tryouts.

- [Use this form for students grades Preschool-4](#)
- [Use this form for students grades 5-12 and for sports](#)

9. New Jersey State law mandates immunization requirements for attendance in public schools. Your assistance in meeting these requirements is necessary.

<https://www.nj.gov/health/cd/imm.shtml>

**Thank-you for your cooperation. Together, we can assist your child in maintaining optimum health, which is an integral part of a successful school experience.**