

Rocklin Unified School District

Health Services

www.RocklinUSD.org/Health



Health Services

In preparation for the coming school year we would like to notify you about our Health Office.

- The Health Office is location in the Main Office or Administration building.
- The school health office is staffed by a part-time Health Aide. They are trained in CPR and First Aid. Their usual office hours are from: 10:00 a.m to 1:00 p.m. Exceptions: Staff training days.
- When the Health Aide is not in the office, students will be assisted by: Clerical Staff. They are also trained in CPR and First Aid.
- **Medication Check In:** The best times to check in medications are: 10 a.m to 1:00 p.m. You will need to put the items below in a bag with your students name and phone number on it.
 1. A medication administration form signed by the physician and the parent/guardian.
 2. Medication in the appropriate container.
 - Prescription medications must be brought to school in a pharmacy-labeled bottle which contains instructions on how and when the medication is to be given.
 - Over-the-counter medications must be received in the original container

The school health office provides temporary care to students who are sick or injured at school until the parent can be contacted to pick up the student. Students cannot be diagnosed by the health office; your child's physician will need to provide a proper diagnosis. Students will only be released to persons listed on the Emergency Card and 911 will be called if the situation could be life threatening.

Prior to the beginning of school, please notify the school health office in writing of any chronic health issues, such as heart problems, diabetes, severe allergies, hearing loss, vision/glasses, chronic pain, asthma, seizure disorders, etc. This enables the school to communicate the necessary accommodations to appropriate staff to ensure that student health needs and safety are cared for.

Health Services Webpage – For more information please see our Health Services Webpage: www.rocklinusd.org/Departments/Health-Services

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Medications at School

The school health office supervises students who are required to take medication during the school day. A written authorization from the student's physician and parent or guardian is required before designated school staff can assist the student in taking **any** medication, including medications prescribed by the physician and over-the-counter medications such as Tylenol, Motrin, cough drops, and ointments.

If your student needs medication of any type given during school hours, including over-the-counter drugs, you have the following choices:

- ❖ You may obtain a copy of a medication form from the health aide or school secretary. Take the form to your child's health care provider and have him/her complete the form by listing the medication(s) needed, dosage, and number of times per day the medication is to be administered. Both prescription and over-the-counter medications must have a completed form signed by the physician and the parent. Prescription medications must be brought to school in a pharmacy-labeled bottle which contains instructions on how and when the medication is to be given. Over-the-counter medications must be received in the original container and will be administered according to the health care provider's written instructions.
- ❖ You may come to school and give the medication to your student at the appropriate time(s).
- ❖ You may discuss with your health care provider an alternative schedule for administering medication (e.g., outside of school hours).

Any medications that will be stored in the Health Office must be signed in by a parent/guardian and staff member. The Health Aide/staff member will verify the medication against the physician's orders, noting the medication's expiration date, quantity, and form (liquid, pills, inhaler, nasal spray, eye drops, etc.)

All medication must be in the original container and placed under lock and key in the health office in the administration building for the safety of all students. **Students are not allowed to carry any form of medication (prescription or over-the counter) at any time while on campus** except those medications that a physician requests the pupil be allowed to carry (e.g., inhalant for asthma, Auto-injector Epi-Pen for severe allergies). Doctor's orders are required to be kept on file at the school for student carrying authorized medication. When on a field trip, the student medications kept in the Health Office shall be monitored by and in possession of a teacher at all times.

Reference: Board Policy 5141.21