

Important Brook Hill Health Information

Nursing Care for Illness or Injuries

A registered nurse is on staff and available on both the Lower School and Middle/Upper School campuses. The nurse's offices are located in the Lower School Office and Middle School Office. **Students who are feeling ill must be seen by the nurse who will contact their parent if the student needs to be sent home. With the utmost regard for safety, a parent must pick up students who are feeling ill, as they may not drive themselves home.**

Vision, Hearing, and Spine Screening

The Brook Hill School complies with the Texas Department of Health requirements for vision and hearing screening in grades Pre-K, K, 1st, 3rd, 5th, and 7th grades and spine screening in grades 6th and 9th. Parents will be notified of the dates for these important health screenings each year. These screenings are not diagnostic. They simply identify students who need a referral to their Primary Health Care Provider to determine if further examination, evaluation or treatment may be necessary. Parents will be notified by mail when the screening indicates the need for a referral.

Medication Protocol

The Brook Hill Medication Protocol was approved by our School Physician, the Brook Hill School Health Advisory Council and Administration. This protocol is intended to provide safe and appropriate care to our students. If you have any questions or concerns related to medications, please do not hesitate to contact The Brook Hill Health Care Coordinator, Suzan Chadwell at extension 2003.

General Instructions

- **ALL medications** stored in the School Nurse's Office **MUST** be in date
- **ALL prescription medications** must have been prescribed by a Physician who is licensed to practice in the State of Texas and filled and dispensed from a Pharmacy in the United States with an appropriate prescription label
- **ALL OTC medications** must be in the original container and have originated in the United States
- **ALL medications** to be dispensed by the School Nurse must be FDA approved
- **ALL medications** stored in the School Nurse's Office **MUST** be picked up by the last day of class each school year, or they will be properly disposed of

Dispensing Prescription Medications at School

- The nurses will dispense medications prescribed by your physician according to the prescription on the ORIGINAL container. This requires full completion of a Parental Permission form. (Forms available online or from the nurse)
- Parents are encouraged to time antibiotics so that the doses fall during the student's hours at home if possible, but the nurses are available to dispense prescription medications according to the physician's orders if necessary.

Controlled Substances and ADHD Medications

- If at all possible we ask that these medications be dispensed at home.
- If your student requires this type of medication at school, a parent or guardian may provide the medication in the **ORIGINAL** bottle with printed instructions on the label for the individual student. The medication will be kept in Nurse's office and dispensed by the nurse exactly as the prescription reads. This requires full completion of a Parental Permission form. (Forms available online or from the nurse)
- The nurse will secure these medications in a controlled substance lockbox and will keep the lockbox key in her possession at all times. A written log must be kept for each individual student each time a controlled substance has been dispensed.

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Rescue Medications for Asthma and Anaphylaxis

- By law in the State of Texas, ALL students may carry their own rescue medications for Asthma or Anaphylaxis.
- Parent or guardian is responsible to provide these medications to the school.
- **An Individualized Care Plan for chronic illness management MUST be on file in the Nurse's office.** An Individualized Care Plan is a document that describes the student's health history as it relates to a chronic condition and outlines his/her physician's plan of treatment for episodes of that condition.
- The School Nurse, based on their judgment or parental request, will administer rescue medications.
- Students in 4th through 8th grades must demonstrate competency to manage and administer their own rescue medications and to carry them on school property. This requires a meeting with parents, student and school nurse. Please contact the School Nurse to make arrangements for this.
- Students younger than 4th grade may keep their own rescue medications in the classroom, but students may not administer the medication by themselves. Trained staff or the nurse will administer the medication. NOTE: Parents may request a meeting with school nurse to discuss student administration and demonstration of competency on a case-by-case basis.

Over the Counter (OTC) Medications

- The Physician Chairman of The Brook Hill School Health Advisory Council or SHAC has provided us with the following "as needed" Standing Medication Orders for OTC medications, which will be provided at school based on nursing judgment with parental consent. **This requires full completion of an OTC Medication form in RenWeb by parents.**
- A Physician's order is required for these medications to be dispensed in schools in the State of Texas.
- The goal is to help keep well students with minor medical needs in class, as much as possible. Below is a list of **OPTIONAL** OTC medications that are available for your student in age and weight appropriate doses with parental permission.
- In the event that the nurses need to administer one of these medications to your student, you will receive a brief e-mail so that you will be aware of the time that it was given. This information is important should additional doses be required at home.
- Lower School parents will also be contacted by phone **PRIOR TO OTC medication being dispensed.**
- There is also an option for parents to provide their own OTC medications, in the original container, for their student when something specific is necessary that is not on our approved OTC list. Please be aware that in Texas, parental permission forms for OTC medications from home are good for **ONLY 10 DAYS** in schools unless the school has a prescription from a physician on file.

OTC Medication Options given in age and weight appropriate doses (Lower School)

- Acetaminophen (Tylenol) Children's Elixir
- Ibuprofen (Advil, Motrin) Children's Elixir
- Children's Nauseze
- Cough drop/lozenge (without red dye)
- Diphenhydramine (Benadryl) Liquid
- Neosporin cream
- Benadryl cream
- Cortaid

OTC Medication Options given in age and weight appropriate doses (Middle/Upper Schools)

- Acetaminophen (Tylenol)
- Ibuprofen (Advil, Motrin)
- Aleve
- Midol or Midol Complete

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- Diphenhydramine (Benadryl)
- Tums
- Cough drop/lozenge (without red dye)
- Neosporin cream
- Benadryl cream
- Cortaid
- Burn Cream with Aloe
- Oragel

Additional OTC Medication Options for Boarding Students given in age and weight appropriate doses

Allergies

- Certizine (Zyrtec)
- Loratidine (Claritin, Alavert)
- Diphenhydramine (Benadryl)

GI Upset

- Maalox tablets
- Pepcid
- Prilosec

Nausea and Vomiting

- Phenergan
- Zofran

Boarding Students and Medication

- The Brook Hill Nursing Staff is on call for health concerns related to the Resident Life Program 24 hours per day, 7 days per week.
- Our Boarding Parents have completed a special course on dispensing medications to our students. They function as “Unlicensed Assistive Personnel” or “UAPs” when dispensing medication.
- Medications, Vitamins and Dietary Supplements will be dispensed by the Boarding Parents in the evenings or on the weekends when the Nurse’s Office is not open.
- **Boarding Students are NOT PERMITTED to keep ANY medications other than “Rescue Medications” in their rooms. OTC medications are NOT PERMITTED in the rooms.**
- Boarding Students may keep “Rescue Medications” such as Inhalers, EpiPens or Insulin in their rooms and with them at all times
- ALL Vitamins, Dietary Supplements must have originated in the US and be FDA approved.
- ALL prescription medications must have been prescribed by a Physician who is licensed to practice in the State of Texas and filled and dispensed from a pharmacy in the United States with the medication in one bottle which has an appropriate prescription label.
- OTC medications from foreign countries are not permitted on campus
- OTC medications will be dispensed from the approved list of OTC medications for which we have “Standing Orders” from the Chairman of the Brook Hill SHAC.
- Throat lozenges may be permitted at the bedside on a case by case basis.

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Medication and Health on School Trips

Lower School

Students with asthma or allergies MUST take their rescue medications on all field trips. The *nurse* will inform trip sponsors of any necessary student medical information. Staff members will be responsible for keeping up with rescue medications on field trips.

Middle and Upper School

Students will be responsible for their own rescue medications on field trips, SPARC trips or overnight athletic or academic competition. All other medications (prescription and OTC) must be turned in to the trip sponsor in a sealed baggie with the student's name on the original bottle and a completed Medication Permission form which is available under Parent Forms online. For over-night travel, trip sponsors are issued a Travel Health Form for each student in a sealed envelope with parental consent for emergency care, a list of the student's medications, immunizations and emergency contact numbers for family. The sealed envelope is only opened if needed to provide care and it is shredded upon return to Brook Hill for privacy.

NOTE: Our staff has received training in the use of the EpiPen for emergency anaphylaxis.

Health Records

Every student is required to have medical records on file and up-to-date by the beginning of each school year. Students with chronic health issues must have a care plan from their Physician on file in the Nurse's Office to outline appropriate treatment for episodes of their Asthma, Allergies, Diabetes, Seizures, Migraines, Sickle Cell, Hypoglycemia or other chronic health conditions.

Health and Wellness Protocol

The Brook Hill Health and Wellness Protocol was approved by our School Physician, the Brook Hill School Health Advisory Council and Administration. This protocol is intended to provide the highest standard of care possible for our students. The primary intent is to prevent the spread of illness and keep well students in class as much as possible. If you have any questions or concerns related to the protocol, please do not hesitate to contact The Brook Hill Health Care Coordinator, Suzan Chadwell at extension 2003.

Students will be sent home from school and may return under the following circumstances:

Diarrhea or Watery Stools:

- One episode of diarrhea at the School Nurse's discretion
- One episode of diarrhea if other symptoms are present (abdominal discomfort, nausea, vomiting)
- Soiling of themselves or their clothing
- Students may return to school 24 hours after the last diarrhea stool if they feel well and do not have a temperature without taking fever reducing medications such as Tylenol

Vomiting:

- One episode of vomiting at the School Nurse's discretion
- One episode of vomiting if other symptoms are present (abdominal discomfort, diarrhea)
- Soiling themselves or their clothing
- Students may return to school 24 hours after the last episode of vomiting if they feel well and do not have a temperature without taking fever reducing medications such as Tylenol

Drainage:

- It is not necessary to exclude every student from school who has drainage from the nose, eyes or an open sore
- Open sores must be covered

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- Exclusion from school will be based on the School Nurse's discretion taking into consideration: the color of the discharge, temperature, general malaise, the student's personal hygiene skills or the need for assistance, classroom setting, the student's developmental level

Oral Temperature 99.4- 100

- The school nurse will notify the parent or guardian
- Students with low grade temperature may remain in school **if no other symptoms are present**
- Tylenol or Advil in age and weight appropriate doses with parental permission
- The nurse may send students home from school with a low grade temperature **when additional symptoms of illness are present** (general malaise, cough, congestion, nasal drainage, sore throat, headache, abdominal discomfort or gastrointestinal symptoms)

Oral Temperature 100 or higher

- Students will be sent home from school
- Tylenol or Advil in age and weight appropriate doses with parental permission
- Students may not attend after school activities including athletics or Cadet Club
- Students may return to school after being fever free for 24 hours without taking fever reducing medications such as Tylenol

Oral Temperature 104 or more

- The school nurse will institute measures to bring down the student's temperature:
 - Student will lie down
 - Tylenol or Advil in age and weight appropriate doses with parental permission
 - Student will be asked to remove layers of clothing (jacket, sweater, 2nd shirt, socks, shoes)
 - Nurse will typically not place a blanket on the student
 - Apply cool wash cloth or towel to students forehead and arm pits and keep clothes refreshed
 - Offer sips ice cool water if student is not vomiting or free of abdominal pain
- Parent or guardian will be notified immediately
- If parent is not able to arrive to pick up the student within 15 minutes, EMS will be called
- School Nurse will notify Administration that EMS has been called

Return Policy

- Students may return to school 24 hours after symptoms of illness have subsided and if they feel well and do not have a temperature over 99.4 without taking fever reducing medications such as Tylenol.
- Student who are absent from school for 3 or more days should bring a note from their parent regarding their illness and check in with the School Nurse before they return to school.
- Parents of students who have been hospitalized for illness or injury should contact the Nurse prior to sending their child back to school. Parents should provide an official written release from a physician that authorizes the student to return to school. The physician should provide a care plan for any follow up care that will be required while the student is at school and indicate any activity restrictions subsequent to the illness or injury.
- Please refer to the next section for additional information.

Returning to School After Illness

It can be challenging to determine when your child is well enough to return to school. The following guidelines were adapted from TDHS Communicable Disease Chart for Schools and Childcare Centers for The Brook Hill School by our Health Care Team. Additionally, some of the following guidelines were adapted from Diana H. Dameron, BSN, MPH, Supervisor, School Health Services, Pinellas County Schools, Florida, and Jack Hutto, M.D., chief, Infectious Disease Department, All Children's Hospital St Petersburg, Florida.

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Cat scratch disease

This illness is usually spread by bacteria from the cat's saliva into a child's open skin and not by person to person contact. Therefore, the child may attend school.

Colds

As long as there is no fever or discomfort, a child with a cold may go to school as long as they are not too uncomfortable to function in school. Instruct the child on the proper use of tissues for coughing, sneezing, and nose blowing. They should also be taught good hand washing techniques, since research has shown that more colds are spread via contaminated hands than by infected droplets in the air. Alcohol wipes can be used to reduce spread from hands or contaminated objects (toys, etc.)

Chickenpox

The child may return to school once all the chicken pox lesions are crusted over.

Diarrhea

Loose stools have many causes; a child should not attend school until the bowel movements have normal consistency. This reduces the chance of leakage or contaminating the child's hands. In addition, children with diarrhea that contains blood or mucus should be kept home until their physician evaluates them. Children with Escherichia coli or Shigella infections should be kept home until diarrhea resolves and two stool cultures are negative for the organisms.

Earache

Never ignore an earache. Keep your child home and contact your physician. If there is ear discharge, even without pain, notify the doctor, as this generally means a ruptured eardrum (a draining ear is not contagious).

Fever

A normal temperature is 98.6 degrees. After illness, temperature should be normal for 24 hours before sending a child to school. If a child has a fever 100.8 degrees or higher during the night, he or she should not attend school in the morning, even if the temperature is normal. Temperatures are lower in the morning and the fever may occur again in the afternoon. Temperature is also influenced by activity, diet, and environment. Fever in itself is not contagious but additional symptoms associated with fever may indicate a potentially contagious illness.

Fifth Disease

By the time the lacey red or "slapped cheek" rash is visible, the affected child is no longer infectious. Therefore, they can return to school and exclusion from class is unnecessary.

Hand-Foot-Mouth Disease

This illness is non-serious, but is especially uncomfortable. While exclusion from school is not necessary, the child should be kept at home if they have an elevated temperature or the mouth sores make them too uncomfortable to attend school

Head Lice

Head lice pass from child to child on clothing, bed linens, combs, brushes, and hats, but the louse does not jump from one child to another. The child may return to school after treatment is completed. The child may be examined by the school nurse or designated personnel for signs of an active infection. Medical experts feel a child should not be excluded from school because of the presence of nits. Students who are distracted by itching or who have open places on their scalp from scratching may need to go home before the end of the school day to begin treatment. If this is the case, parents are encouraged to promptly pick up their child and treat the condition. Students *without* undue itching or open places on their scalp who have been found to have live head lice do not

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need to be sent home early from school; they can go home at the end of the day, be treated, and return to class after appropriate treatment has begun.

Hepatitis

A child with Hepatitis A should remain home for one week after the start of the illness. Brook Hill requires a physician's note before a child with either Hepatitis A, B, or C, is permitted back in class. Some children with hepatitis can be asymptomatic and still be contagious.

Impetigo

Children with impetigo requiring antibiotics may return to school 24 hours after they have begun taking the antibiotics. Brook Hill requires that the lesions be covered.

Infectious Mononucleosis

The child may return to school once cleared by their physician. Despite many myths to the contrary, the virus that causes "mono" has an extremely low communicability. Absence from school varies among teenagers with mono and depends on how much energy they have to attend class. For example, some teens may tolerate attending school full time, while others may need to be off for several weeks.

Measles

Child may return to school 4 days after the onset of the rash. Since children are required to be immunized against measles, a child who has been diagnosed with this condition may have another reason for the rash. A physician's note is required for return to school.

Mumps

Child should remain home until 5 days after the beginning of parotid gland swelling. Since children are required to be immunized against mumps, a child who has been diagnosed with this condition may have another reason for the swelling. A physician's note is required for return to school.

Pink Eye

If the child is old enough to be responsible about hand washing (usually school age), exclusion from school or activities is not necessary. Parents will be notified when potential conjunctivitis is detected at school. It is best for students to be on antibiotics for 24 hours and have resolution of their symptoms before returning to school. Pre-school and Kindergarten students may not be responsible enough about hand washing to prevent the spread of infection, therefore, it is probably best to keep them at home for a couple of days until either the condition clears on its own or a physician has looked at it and states it is not contagious. Unfortunately, the length of time that a child is excluded from school will depend on the resolution of the infection.

Pinworms

A child with this parasitic condition need not be excluded from school, but good hand washing, particularly after using the restroom, should be required. Since pinworms exit at night, the child is most contagious in the morning, so good hand washing at school first thing is a good idea.

Rash

A rash is usually a sign of a viral illness. It may also be a reaction to a medication or chemical (plant, detergents). If your child has an unusual rash or it is associated with a fever, it is probably best to keep your child at home until you have had a chance to discuss the condition with your physician. Most viral rashes are not contagious, so parents should use their own common sense. For example, if your child has an allergic rash and is taking an antihistamine to prevent itching, it might be a good idea to keep them home since these medications tend to make kids sleepy.

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Ringworm

The Committee on Infectious Diseases of the American Academy of Pediatrics has stated that children receiving treatment for ringworm may attend school. Haircuts, shaving of the head, or wearing a cap during treatment are not necessary. Lesions should be covered as possible. It is impractical to keep children out of school for the 4-8 weeks it takes to completely eradicate the infection.

Roseola

Students with any rash and fever should not return to school until their fever is gone. It is believed that children are contagious from a few days before the fever until onset of the rash.

Scarlet Fever and Strep Throat

A child diagnosed with strep throat may return to school 24 hours after the child has been on antibiotic therapy.

Tuberculosis

Children with tuberculosis infection or disease can attend school or childcare if they are receiving therapy. Brook Hill requires a letter from the child's physician indicating that they are no longer contagious.

Vomiting

If a child vomits during the night, it is probably not a good idea to send them to school in the morning. What he or she needs is rest and either a liquid or soft diet.

Whooping Cough

Child should remain home until they have been on antibiotics (erythromycin) for five days. Since children are required to be immunized against whooping cough, a child who has been diagnosed with this condition may have another reason for the cough. A physician's note is required for return to school.

Immunizations

The Texas Department of Health Services requires that ALL STUDENTS attending school in Texas MUST have up-to-date immunizations prior to ENROLLMENT in school. Letters of Exemption from the State of Texas MUST be current within last 2 years. Medical Exemptions must be renewed annually unless a lifelong exemption has been granted. It is MANDATORY that we comply with the state health regulations. It is the parent or guardian's responsibility to provide a current immunization record to the school. We must receive documentation of a compliant Immunization Record in order for students to:

1. Attend pre-season sport or school activities
2. Attend class
3. Move into our Boarding Houses

Student Emergency Form

A Student Emergency Form is required for every student at the time of enrollment or re-enrollment. Parents are required to update the Student Emergency Form online before the start of school. If there are any major changes in your child's health and/or medication or medical procedures, or any changes in phone numbers, please notify the school nurse immediately as well as updating the information online. In an emergency, every attempt will be made to reach the parent; however, in the event that the parent cannot be reached, the contact person listed on the Student Emergency Form will be called.

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Accidents and Accident Reports

Should any student or member of staff sustain an injury or suspected injury while at school or on school business, he/she is required to report to the school office as soon as possible. The injury will be assessed, and assistance in securing appropriate medical attention will be given. As soon as practically possible, but in no case later than 24 hours following the injury or suspected injury, an accident report documenting the circumstances surrounding the incident is to be completed by Brook Hill staff. Accident report forms will be kept in the school office.