

SECTION 600 – SUPPORT SERVICES

HEALTH SERVICES

POLICY 608

ARTICLE 1 AUTHORIZATION

- A. The District shall provide student health services to:
1. Provide initial care for students who are ill or injured;
 2. Provide hearing and vision screenings;
 3. Administer medications as prescribed by a physician;
 4. Assist with development and implementation of 504 plans for eligible students;
 5. Assist with development and implementation of health related portions of Individual Educational Programs (IEP's) for Special Education students;
 6. Assure compliance with state immunization requirements for students;
 7. Assist, as time permits, teachers with health instruction;
 8. Serve as liaisons for the school on health and medical related matters;
 9. Promote good health habits among students;
 10. Assist parents in obtaining needed health and medical services for their children;
 11. Maintain student health records as required by laws, regulations and District policies.
- B. It shall be the policy of the School District to conscientiously follow the laws of the state of Colorado in all matters relating to the provision of student health services.
- C. Parents/guardians and eligible students (students 18 years of age) shall receive notice and have the opportunity to opt a student out of any non-emergency, invasive physical examination or screening, include hearing, vision, and dental screenings, not necessary to protect the immediate health and safety of the student and or other students

ARTICLE 2 STAFF

- A. The services of a Registered Nurse shall be available at each school to direct school health services. Nurses may be employed by the District or services may be contracted.
- B. A non-licensed, but adequately trained, staff member may be employed at each school to carryout health services functions as directed by the Registered Nurse.
- C. A job description, including qualifications, shall be kept in the District Personnel Office for each Health Services position.

References;

C.R.S. 13-21-108 Civil Immunity for Persons Rendering Emergency Assistance
C.R.S. 13-21-108.1 Automated External Defibrillator Requirements
C.R.S. 22-1-116 School Children Sight and Hearing Tests
C.R.S. 22-2-135 Colorado School Children's Food Allergy and Anaphylaxis Management Act
C.R.S. 22-32-109 (1)(ee) Policy to Prohibit Personnel from Recommending Certain Drugs or Ordering Behavior Tests
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C.R.S. 24-10-106.5 Public Entity Duty of Care
C.R.S. 25-4-402 Venereal Disease Diagnosis and Reporting
C.R.S. 25-4-902 et seq. School Entry Immunizations
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1 C.C.R. 301-68 Rules for Asthma, Anaphylaxis, and Food Allergy Act
6 C.C.R.1010-6-9-102 First Aid Certification Requirement
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ARTICLE 3 IMMUNIZATIONS

- A. Except as provided in paragraphs B, C, D and E of this Article, no child shall attend any school within the District unless he or she has presented to the appropriate school official the following:
1. An up-to-date certificate of immunization from a licensed physician or authorized representative of the department of health or local health department stating that such child has received required immunizations against communicable diseases or
 2. A written authorization signed by one parent requesting that local health officials administer the immunizations.
- B. For purposes of this article, “parent” includes guardian, emancipated child or student 18 years of age or older. Information distributed to parents by schools or the School District shall notify them of their immunization exemption rights.
- C. If the student’s certificate of immunization is not up-to-date according to the requirements of the State Board of Health, the parent shall submit to the school, within fourteen (14) days after receiving personal notification that the certificate is not up-to-date, documentation that the next required immunization has been given and a written plan for completion of all required immunizations. The scheduling of immunizations in the written plan shall follow medically recommended minimum intervals approved by the State Board of Health. If the student begins, but does not continue or complete the written plan, he or she shall be suspended or expelled.
- D. It is the responsibility of the parent to have his/her child immunized (see Paragraph E for requirements for indigent children) unless the child is exempted for one of the following reasons:
1. A licensed physician certifies that the physical condition of the student is such that one or more specified immunizations would endanger the child’s life or health or is medically contraindicated due to other medical conditions.
 2. The child’s parent submits to the school a signed statement of exemption that the parent or student is an adherent to a religious or personal belief opposed to immunizations.
- E. Unless the school is otherwise authorized to deny enrollment, students in out-of-home placements shall be enrolled regardless of whether their immunization records have been

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received. Upon enrollment, the school shall notify the student's legal guardian that unless the school receives the student's certificate of immunization or a written authorization for administration of immunizations within fourteen (14) days, the school shall suspend the student until the certificate of immunization or authorization is received.

- F. The Health Department or school nurse (under the supervision of a licensed physician) shall provide required immunizations to each child whose parents or guardians cannot afford to have their child immunized or, if emancipated, who cannot himself/herself afford immunization and who has not been exempted. No indigent child shall be excluded, suspended, or expelled from school unless the immunizations have been available and readily accessible to the child at public expense.
- G. The Principal shall suspend or expel from school any non-indigent student who is not exempted and who fails to comply with Paragraph A of this Article. However, no student shall be suspended or expelled for failure to comply unless there has been a direct, personal notification by the Principal or designee to the student's parent of the noncompliance and of the person's rights as specified in this Article.
1. In the event of suspension or expulsion of a student, the Principal or Registered Nurse shall notify the State Department of Public Health or Park County Health Department. The agent of such department is responsible for contacting the parent or guardian or the emancipated student or student eighteen years of age or older in an effort to secure compliance with immunization requirements in order that the student may be re-enrolled in school.
 2. Any student expelled for failure to comply with provisions of this Article shall not be included in calculating the dropout rate for the school. The student shall be included in the annual report of the number of expelled students.
- H. Each school shall maintain on file an official certificate of immunization for each student enrolled. Upon request, the certificate shall be returned to the parent or emancipated student when a student withdraws, transfers, is promoted, or otherwise leaves the school; or the school shall transfer the certificate with the student's school record to the new school. Upon a college or university student's request, the official certificate of immunization shall be forwarded as specified by the student. The Department of Public Health may examine, audit, and verify the records of immunizations maintained by each school.

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ARTICLE 4 FIRST AID AND EMERGENCY MEDICAL CARE

- A. No treatment of injuries, except first aid shall be permitted in the schools. For purposes of this policy, first aid is defined as the immediate help given by the best-qualified person at hand in case of accidents or sudden illness.
- B. All employees, unless exempted by the Superintendent, shall hold a valid First Aid card and CPR .
- C. The Principal or Director at each facility shall inform employees of procedures to be followed for notifying emergency services and administrators of any accidents or illnesses requiring first aid.
- D. In case of serious illness or accident to a student, employee or visitor, the most qualified employee present at the time should make an effort to determine the extent and nature of the injury. If the situation so requires, first aid should be rendered.
- E. All employees shall avoid direct contact with body fluids of others and shall adhere to District procedures for handling emergencies. Gloves shall be supplied by the District and readily available to employees to avoid contact with body fluids.
- F. No drugs shall be given at any time. The administering of aspirin or other analgesics for headaches or pain or the giving of sodium bicarbonate is forbidden unless a parent/guardian and physician have given written authorization for their use.
- G. In all cases where the nature of an illness or an injury appears serious, the parent/guardian shall be contacted if possible and the instructions on the student's emergency card followed. In extreme emergencies, where there is potential threat to life, limb or digit, school personnel shall immediately call (911) emergency health personnel to arrange for transporting the student to an emergency facility on advice of emergency health personnel.
- H. The school's obligation continues after the injury until the injured student has been placed in the care of a parent/guardian or emergency health personnel. Therefore, the parents/guardians of all students shall be asked to sign and submit an emergency medical authorization form that indicates the procedure they wish the school to follow in the event of a medical emergency involving their child.
- I. No elementary student who is ill or injured shall be sent home alone. No secondary student shall be sent home alone unless the student's parent/guardian has consented in advance.

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- J. Treatment of student injuries shall be limited to first aid except that required for daily follow-up as prescribed by a physician and authorized by parents or guardians in writing may be undertaken under the direction of the School Nurse.
- K. Staff responding to accidents shall file a prompt and accurate accident report. Accident reports are essential for the prevention of future accidents, for insurance coverage and for documentation related to potential litigation. An accident report is to be filed and maintained in the health office at each school for every accident that happens on school property or that involves a school vehicle, students/staff on school-sponsored trips. Such reports are required whether or not there are any immediately evident injuries or damage to property.
- L. Any person who in good faith provides emergency care or assistance without compensation at the place of the emergency or accident shall not be liable for any civil damages for acts or omissions in good faith.

ARTICLE 5 AUTOMATED EXTERNAL DEFIBRILLATOR (AED)

- A. The District shall meet the training, maintenance, inspection and physician involvement requirements of C.R.S. 13-21-108.1 (3) for Automated External Defibrillators (AEDs).
- B. The District Nurse (whether an employee or contracted) shall assure that written procedures for compliance with this statute and for use of AEDs within the District are completed and reviewed and updated annually.
- C. The Nurse shall also assure that authorized AED users are identified and appropriately trained. Annual training reviews are to be completed.
- D. AEDs shall be in working condition meeting standards established by the Federal Food and Drug Administration and maintained in compliance with the manufacturer's maintenance schedule.

ARTICLE 6 PREVENTION OF DISEASE/INFECTION TRANSMISSION

- A. Each school shall provide a sanitary environment and shall establish procedures, as directed by the Nurse, for the safe handling of body fluids and substances. Body fluids and substances include blood, semen, drainage from scrapes and cuts, feces, urine, vomitus, respiratory secretions (nasal discharge) and saliva. No distinction shall be made between body fluids from individuals with a known disease and individuals without symptoms or with

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an undiagnosed disease. These procedures shall provide simple and effective precautions against transmission of diseases to persons potentially exposed to the body fluids and substances of another

- B. All staff members shall be advised of and follow established procedures for handling body fluids. Training and appropriate supplies shall be available to all staff including those involved in transportation and custodial services.

- D. Under no circumstances shall students be directed or knowingly be allowed to handle body fluids other than their own.

ARTICLE 7 COMMUNICABLE DISEASES

- A. Management of common communicable diseases shall be in accordance with Colorado Department of Health guidelines. A student who exhibits symptoms of a communicable disease may be temporarily excluded from school attendance. Human immunodeficiency virus (HIV) and Hepatitis are communicable diseases, but are not transmitted casually. Unless the student exhibits behaviors that pose a risk of transmission of the disease (e.g. biting), he/she should not be excluded from school attendance or activities. The District reserves the right to require a physician's statement authorizing the student's return to school.

- B. The educational placement and necessary modification/accommodations for a student who is medically diagnosed as having a life-threatening communicable disease shall be determined through procedures established under Section 504 of the Rehabilitation Act. However, the Principal is authorized to take temporary actions deemed necessary to protect the health, safety and welfare of the student and others. If a parent disagrees with the temporary placement decision, he/she may appeal to the Superintendent who shall make a decision within two (2) school days. The Superintendent shall notify the parent of his/her decision within ten days of receipt of the written appeal. The Superintendent's decision may be appealed to the Board of Education who shall act on the appeal within 10 days. The Board's decision shall be final.

- D. In all proceedings related to this policy, staff shall protect the student's right to privacy. Disclosure of confidential information shall be considered grounds for suspension without pay and/or dismissal from employment.

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ARTICLE 8 VISION AND HEARING SCREENING

- A. Vision and hearing screening shall be conducted for students in preschool, kindergarten, first, second, third, fifth, seventh and ninth grades special education, and students who are new to the District. Parents or guardians shall be informed of any deficiencies found. Screening results shall be recorded in each student's health record. The provisions of this section shall not apply to any child whose parents or guardians object on religious or personal grounds.

ARTICLE 9 MEDICATION ADMINISTRATION

- A. The Registered Nurse shall delegate and supervise the task of medication administration. Staff members must have completed the State approved Medication Administration Training to administer medications to students. Delegation is required on an annual basis. A list of staff members approved to administer medications shall be posted in each school health office. The Registered Nurse, with the approval of the Superintendent, shall establish procedures for the administration of medication to students.

ARTICLE 10 REFERRAL FOR ALCOHOL AND/OR DRUG ABUSE

- A. In connection with alcohol and/or drug abuse, students are to be encouraged to seek health services outside of the school system.

ARTICLE 11 PHYSICAL EXAMINATIONS

- A. Students shall not be given any physical examination, including a dental examination, without the written consent of their parents or guardians.
- B. Colorado Activity Association rules shall prevail regarding required physical examinations for any student engaging in competitive athletics.

ARTICLE 12 STUDENT HEALTH

- A. Health records for each student are to be maintained by health services staff under the direction of the Registered Nurse at each school. Information in these records shall be confidential with access limited to those with a specific need to know.
- B. Student Health Records shall be retained in keeping with statutory and regulatory requirements.

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ARTICLE 13 PSYCHOTROPIC DRUGS AND BEHAVIOR TESTING

- A. School personnel are prohibited under state law from recommending or requiring the use of psychotropic drugs for students. School personnel are also prohibited from testing or requiring testing for a student's behavior without giving notice to the parent/guardian describing the recommended testing, how any test results will be used, and obtaining prior written permission from the student or from the student's parent/guardian. School personnel are encouraged to discuss concerns about a student's behavior with the parent/guardian and such discussions may include a suggestion that the parent/guardian speak with an appropriate health care professional regarding any behavior concerns school personnel may have.

ARTICLE 14 STUDENTS WITH FOOD ALLERGIES

The Board recognizes that many students are being diagnosed with potentially life-threatening food allergies. To address this issue and meet state law requirements concerning the management of food allergies and anaphylaxis among students, the Board sets forth the following requirements:

- A. The school nurse, or a school administrator in consultation with the school nurse, shall develop and implement a health care plan for each student with a diagnosis of a potentially life-threatening food allergy. The plan shall address communication between the school and emergency medical services, including instructions for emergency medical responders. If a student qualifies as a student with a disability in accordance with federal law, the student's Section 504 plan, Individualized Education Program (IEP), and/or other plan developed in accordance with applicable federal law shall meet this requirement.
- B. Reasonable accommodations shall be made to reduce the student's exposure to agents that may cause anaphylaxis within the school environment. If a student qualifies as a student with a disability in accordance with federal law, the student's Section 504 plan, Individualized Education Program (IEP), and/or other plan developed in accordance with applicable federal law shall meet this requirement.
- C. Emergency medications for treatment of the student's food allergies or anaphylaxis shall be kept in a secure location accessible to designated school staff. Whenever possible and in a timely fashion, the student's parent/legal guardian shall supply the school with the medication needed for treatment of the student's food allergies or anaphylaxis, unless the student is authorized to self-carry such medication in accordance with Board Policy 608, Article 9 – Administration of Medications.

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- D. The principal or equivalent school administrator, in consultation with the school nurse, shall determine the appropriate recipients of emergency anaphylaxis treatment training, which shall include those staff directly involved with a student who has a known food allergy during the school day. At a minimum, the training shall prepare staff to have a basic understanding of food allergies and the importance of reasonable avoidance of agents that may cause anaphylaxis, the ability to recognize symptoms of anaphylaxis, and the ability to respond appropriately when a student suffers an anaphylactic reaction. The training shall also include instruction in the administration of self-injectable epinephrine.
- E. The Principal of each school shall assure that notice of this policy is provided to each student in the District school prior to the beginning of each school year. The notice must include the standard allergy and anaphylaxis form developed by the Colorado Department of Public Health and Environment. The notice must also include language that encourages parents/legal guardians of students for whom medication has been prescribed for treatment of a food allergy or anaphylaxis to give a supply of medication to the school nurse or other school administrator, unless the student has an approved treatment plan that authorizes the student to self-administer the medication.

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C.R.S. 22-2-135 Colorado School Children's Food Allergy and Anaphylaxis Management Act
C.R.S. 22-32-109 (1)(ee) Policy to Prohibit Personnel from Recommending Certain Drugs or Ordering Behavior Tests
C.R.S. 22-32-110 (1)(bb) Requires Teachers to Report Student Defects to the Principal & Principal to Parents
C.R.S. 22-32-139 Policy required regarding management of food allergies and anaphylaxis among students
C.R.S. 22-33-106 (2)(b) Denial of Admission, Suspension, Expulsion for Disease Inimical to the Welfare of Others
C.R.S. 24-10-106.5 Public Entity Duty of Care
C.R.S. 25-4-402 Venereal Disease Diagnosis and Reporting
C.R.S. 25-4-902 et seq. School Entry Immunizations
C.R.S. 25-6-102 Prohibitions Against Restrictions Regarding Contraceptives
20 U.S.C. 1400 et seq. Individuals with Disabilities Education Improvement Act of 2007
29 U.S.C. 701 et seq. Section 504 of the Rehabilitation Act of 1973
29 U.S.C. 1232© Parent Consent for Non-emergency Physical Examination or Screenings
42 U.S.C. 12101 et seq. Americans with Disabilities Act
1 C.C.R. 301-68 Rules for Asthma, Anaphylaxis, and Food Allergy Act
6 C.C.R. 1010-6-9-102 First Aid Certification Requirement
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