

DIAMOND ELEMENTARY SCHOOL HEALTH ROOM INFORMATION

Health Room Staff:

- Rachel Sumrow, School Nurse Email: rachel_h_sumrow@mcpsmd.org
- Sandra Honour, Health Room Technician. She is on duty from 8:45-4:15 p.m. each school day. Email: [Sandra L Honour-Holloway@mcpsmd.org](mailto:Sandra_L_Honour-Holloway@mcpsmd.org)
- Health Room Phone: 240-740-2122

Each school has a registered nurse (RN) and a health room technician (HRT). The nurse is assigned to more than one school, so your child will most likely be seen by the HRT who is at our school daily.

The Department of Health and Human Services, School Health Services in partnership with MCPS provides services to assure health, safety, and well-being of students at Diamond Elementary School.

The Health Room Staff provides care to the students during the school day. Some of these services include; assessing the health needs of the students, providing first aid and emergency care to sick or injured children, administering medications and treatments to students who have doctors' orders, providing crisis intervention, health counseling, nurse case-management and referrals. We also assist families of eligible uninsured students to enroll in the Maryland Children's Health Plan (MCHP) and Care for Kids Programs. If we can be of assistance, please contact us.

When should I keep my child home?

To prevent the spread of communicable diseases (colds included), parents are requested to keep children home if illness is suspected. We find that children who are not feeling well usually cannot do their work satisfactorily and their presence in school does not make it worthwhile. Important signs of illness:

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| - Temperature of more than 100 | - Earache |
| - Nausea or Vomiting | - Thick discharge from nose |
| - Persistent Stomachache | - Painful sore throat |
| - Diarrhea | - Rash or skin infection |
| - Pale or flush face | - Red or pink eyes |
| - Headache | - Loss of appetite |
| - Persistent cough | - Loss of energy/decrease in activity |



If these symptoms persist for more than 24 hours, you should contact your child's health care provider. If your child comes to school with these symptoms and is sent to the health room, we may call you to pick up your child.

What if my child needs to take medicine at school?

ALL medications to be taken at school, whether prescription or nonprescription (over-the-counter), **must** have a Medication Authorization form completed by the child's physician and parent. Medicine cannot be given to a student unless authorized by the physician on the MCPS Form 525-13, *Authorization for Administer Prescribed Medication*. This includes both prescription and over the counter medications. Over the counter medications must be in the original, unopened bottle/box. Prescription medications must be in a container properly labeled by a pharmacist.

- These forms are available through the Health Room and at the links listed below.
- Medication will **ONLY** be administered in school **WITH** the parent/guardian's written permission and physician statement on MCPS form 525-13, or 525-14 (Epipen only). Medication forms are available in the school health room or online at (Form 525-13) www.montgomeryschoolsmd.org/departments/forms/pdf/525-13.pdf. Or (Form 525-14) <http://www.montgomeryschoolsmd.org/departments/forms/pdf/525-14.pdf>. If you have any questions, please call our health nurse and health technician at 301-840-7177.
- If a child requires emergency medication during school hours, the parent/guardian and the physician must complete an authorization form MCPS 525-13 or 525-14(Epipen). For emergency medications (e.g., for bee stings) this form should be completed at the beginning of each school year. **No medicines of any kind are to be sent to school with a child.** Parents/guardians must deliver any prescribed or over the counter medicine to the Health Room in the original container with the pharmacy label and be consistent with the physician's order. In order for the health technician or the nurse to give a child medicine (over the counter or prescription) the MCPS 525-13 form must be filled out and signed by the child's physician. This form along with the medication, in a properly labeled bottle or original unopened package, must be brought into the Health Room by the parent/guardian. Students are not permitted to carry medications to and from school. For the protection and safety of all students, all medications must be taken in the Health Room. Parents will be notified at the end of the school year as to how to handle any unused medications in the Health Room.

Forms:

Authorization to Administer Prescribed Medication

<https://www.montgomeryschoolsmd.org/departments/forms/pdf/525-13.pdf>

Emergency Care for Anaphylaxis Form

<https://www.montgomeryschoolsmd.org/departments/forms/pdf/525-14.pdf>

Health Inventory Form

<https://www.montgomeryschoolsmd.org/departments/forms/pdf/sr-6.pdf>

Listed below are a few guidelines to help ensure a healthy and positive experience for your child while he/she is in school:

What health information do I need to provide to my child's school?

Physical Examination Form: All students entering Maryland schools are required to have a physical examination. Your health provider will have a form or the state form can be downloaded from

Proof of Immunization: Because your child is required to have certain immunizations he/she will not be able to attend school until a proof of immunization record is made available. This form is completed by your health care provider.

Health Information Cards: These cards are distributed at the beginning of each school year. Please complete, sign, and return them as soon as possible. This information is very important to the health room staff in the event your child becomes ill or is injured while at school. Notify the school with changes as they occur i.e. phone numbers, emergency contact, and health concerns.

What if my child is sick or injured at school? The health staff will evaluate all injuries and symptoms of illnesses. First aid will be provided as necessary and parents/guardians will be notified as appropriate. In case we are not able to locate either parent, the health room staff will contact the “relative or neighbor to contact in case of emergency” as listed on the child’s emergency card. It is vital that the school has up-to-date emergency numbers and addresses for each child. In addition, you must state your doctor’s name and address. If no one expects to be home during the day, it is advisable to let your child know who should be contacted in the event of an illness or injury.

To help ensure a healthy experience at school and help prevent illness:

- Please make sure your child gets enough rest. Studies have found that most school age children require 8 – 12 hours of sleep
- If your child does not eat breakfast at school, please make sure they eat a good healthy breakfast before they leave home. Food is very important for brain activity.
- Make sure your child washes their hands at appropriate times (i.e. before meals, after restroom use, after playing, after sneezing/coughing in their hands, when visibly dirty, etc.) to cut down on the spreading of germs.
- Parents are encouraged to notify the health office when their child has head lice, strep throat, pink eye, so that the school can take precautionary measures. Any health information reported to the school is confidential.

Please be sure that you have updated any phone number changes on the emergency contact form, this is very important if your child becomes ill during the school day. If you have any questions or concerns please contact us by phone or in person. If at any time throughout the school year your child's health changes or your child is diagnosed with a health condition please contact us to discuss. There will be information coming home in September regarding flu clinics throughout the county. We are looking forward to keeping your children healthy and ready to learn this school year!

Feel free to call the health room with any questions you may have concerning your child’s health. We can be reached at 240-740-2122.