January 31, 2019

Dear Parent/Guardian,

Welcome to Central High School! Pennsylvania law requires that students attending school in the state be immunized and receive periodic medical examinations. As such, it is necessary for all 9th graders and new students to submit a Student Emergency/Medical Information form S865 as well as a copy of their immunizations that are required for school attendance. As a new student in the School District of Philadelphia, proof of a physical exam conducted within the past year is also required.

Students with medical conditions that necessitate medications to be taken in school (including asthma inhalers, EPI-pens, and insulin in a pump that students will self-carry) also need to submit a Medication Administration Form that has been completed by their medical provider. Please review the attached medication guidelines for medications that are needed during school hours.

The nurses are here to keep your child as healthy as they can be! However, there are occasions when illness or injury occur in school. In order to accomplish all of our goals, the school nurses will adhere to the following schedule:

- **Homeroom:** Issuance of elevator passes for students who arrive at school with a recent orthopedic injury and acceptance of medical documentation.
- **9:00-11 am:** Health Screenings, student health management, and documentation.
- **11 am-12 pm:** Nursing care of students who become ill or sustain minor injuries **during school hours**.
- **12 pm-1 pm:** Lunch and Documentation
- **1 pm-2 pm:** Nursing care of students who become ill or sustain minor injuries **during school hours**.
- **2 pm-3:04 pm:** Student health management and documentation.

**Emergencies will be seen at any time.**

Students must have a hall pass signed by their teacher to see the school nurse. Students who become ill or injured at home should seek care from their primary care provider. If a student visits the nurse, they may potentially need to be dismissed from school. Students will NOT be permitted to leave on their own, they must be signed out by an adult designated on their Emergency Contact form. Please be sure to list any and all adults that might be available to pick up your child during the school day.

If you are having difficulty having any form completed, for any reason, please call the school nurses at 215-400-3590, opt. 2. Records may be emailed to one of the Certified School Nurses or faxed to 215-400-3591. We are always available by phone or email. We look forward to working with you to keep your child healthy, happy and in school!

Sincerely,

Rodney Abary, CRNP  
Leigh A. Coakley, RN  
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lcoakley@philasd.org

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Required documentation is due no later than September 6, 2019.