

COMMONWEALTH-PARKVILLE SCHOOL

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PARKVILLE CAMPUS

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WELCOME TO A HEALTHY 2011-2012

This year, you will find the official documents needed for your child's school health record on our official School Web page. *Please download them.* These documents are mandatory since we abide by the Puerto Rico Health Department regulations and must be completed and signed **before being turned in.** For the safety of your child, no student will be allowed in class if these documents are not complete. **All information that you provide is treated as confidential.**

These documents must be turned in, on orientation day August 8, 2011. *If for some reason they are not turned in on August 8th, they must be turned in no later than the first day of school, August 9, 2011.* I will be receiving and registering such documents at the school entrance. **DO NOT** turn them in to other staff members. The following tips may help you make this process easier:

- The **Medical Release Form** and the **Medical Evaluation Form** must be renewed each year.
- For returning students, you **DO NOT** need to bring a new **Immunization Form (green PVAC)** if your child has not had any vaccines this year. All new students **MUST** bring in such form.
- If you would like to have access to your child's immunization records on line, the Social Security number **must** be provided.
- Make sure you **keep copies** of these documents for your own records.

Remember that your children spend most of their active hours in school. Their safety is our number one priority. In the event of an emergency, we will contact you at the telephone numbers you provide in the **Medical Release Form.** Please keep this information updated at the nurse's office. It is also extremely important to report any changes in your child's immunizations, health care needs, medications, or any health care concerns you have while your child is in our school.





At **COMMONWEALTH-PARKVILLE SCHOOL** we continue to work to promote good health and safety.

For the protection of your child and all the students, please keep in mind the following guidelines:

Your child will be sent to the nurse's office in case of illness or accident. Only emergency **First Aid** will be administered to cuts, scrapes, and minor incidents. Major accidents will be handled with the best professional judgment. It is the responsibility of the parents to pick up the student promptly after being notified to do so. Your cooperation in this particular matter is of utmost importance. Your child's safety and well being is our priority.

For the protection of all students, children are sent home immediately if they have a fever or if the child is vomiting or has diarrhea. Contagious conditions are also a strong reason to send a student home. The most common ones are pediculosis (head lice), conjunctivitis, and impetigo. We are asking for your cooperation in keeping your child home if he or she presents any flu like symptoms such as fever, coughing, sneezing, nasal drainage, headache (severe), and/or upset stomach. **If vomiting, diarrhea or a fever is present the child needs to stay home.**

Individual concerns are always considered. **A child needs to be symptom-free for 24 hours before returning to school (without the aid of medication).** A medical excuse will be required after three consecutive days of absence.

If your child has any special condition I need to be aware of, please notify me and specify it on the school's medical release form and health evaluation form.

For **medication administration policies and schedules**, please be sure you read the student handbook, or if I can be of further assistance, please feel free to contact me during school hours.

We look forward to meeting you this year so we can work together in promoting good health and safety.

Sincerely,

Tatiana Torres School Nurse