

**FROM THE NURSE'S OFFICE**  
**WELCOME TO PRINCETON CHARTER SCHOOL 2022-2023**

I am looking forward to working with all of you to ensure that this year is a healthy one! While you are preparing for the 22-23 school year, there are a few forms the Nurse's Office needs from you prior to the start of the new school year. Below is a list of everything needed. Links to all of these forms can be found on the website under "Back to School Forms."

**(1) Required Medical Forms**

- **Immunizations:** New Jersey State Law requires that documentation of immunizations or valid medical or religious exemption to vaccines must be provided for every child. These must be received by **August 22<sup>th</sup>, 2022** to allow me time to review your child's immunization records to assure compliance with the requirements for school attendance.
- Physical Evaluation: please provide a copy of your child's most recent physical exam.
- Student Health Questionnaire & Consent for the Release of Medical Information.
- Authorization to administer non-prescribed and over-the-counter medications.
- Consent for Emergency Medical Treatment & Health Insurance information.

**(2) Other Medical Forms as Needed:** Download, complete, and return all forms that apply to your child.

- **Asthma Treatment Plan** if your child has asthma.
- **Food Allergy & Anaphylaxis Emergency Treatment Plan** if your child has allergies.
- **Seizure Action Plan** if your child has a history of seizures.
- **Authorization to administer prescribed medications** if applicable (please see below).

**School Medication Needs:** I encourage parents and guardians to administer all medication at home. However, at times I understand this may not be possible. All medications given at school must be prescribed by a physician and administered by the School Nurse. A written medication authorization form signed by your child's physician as well as by a parent or guardian giving consent for administration is required for medications to be given at school. Medications must be brought to the Nurse's Office in the original pharmacy container labeled with the student's name and details for administration.

**School Health Screenings:** Annual screenings will be conducted by me throughout the year. The screenings may include height, weight, vision, hearing, blood pressure, and scoliosis. Referrals for any abnormal results will be sent home. If you would like your child to be exempt from any of these screenings, please notify the nurse's office with a written request at the beginning of the year.

**Sports Physicals and Participation:** In accordance with New Jersey State Law, students planning to participate in any sport at the middle school level are required to have an up-to-date physical exam and additional athletic forms completed. The required forms and more information can be found on the school website under clubs & sports in the student life section. ***Please note that fall sports forms are due Monday, August 15, 2022. Forms turned in after that date are not guaranteed to be cleared in time for the start of practice.***

Providing all of the required information above will help me to meet your child's health needs while at school and ensure that the NJ state health requirements for school attendance are met. Please inform me as soon as possible of any chronic health conditions, food allergies or medical procedures your child may require during the school day so that I can be prepared on the first day of school to meet your child's needs. **Completed forms must be returned by August 15th, 2022.**

**Student Nurse Visits:** Please note that when your child visits the nurse's office, you will be contacted at the phone number and/or email address you provide. It is very important that you notify the school when your contact information changes.

**Attendance:** **If your child will be absent or late, please notify the nurse's office (by email or phone) by 8:00am on the day of the absence/tardy.** Daily attendance is reviewed by the School Nurse. If your child has been marked absent, and I have not heard from you, I must make every attempt to reach you to confirm your child's whereabouts to ensure that they are safe. Timely notification will help me cut down on unnecessary calls and emails, which take valuable time away from important health office and student needs.

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