

Parent Information for New & Returning Students  
St. Elizabeth School  
SY: 2023-2024

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**IMPORTANT SCHOOL HEALTH INFORMATION**

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**S.E. School Nurse Team:**

Mary Pat Becraft, RN, BSN  
Amy Chamberlin, RN, BSN  
Marie Looby, RN, MSN

- 3 RNs share 1 Full time position; our individual workdays vary.
  - Health Office: (301) 881-1824 (ext. 313); EMAIL: [Nurse@stelizabethschoolmd.org](mailto:Nurse@stelizabethschoolmd.org)
  - CONTACT US ANYTIME...**Summer hours** are in effect 6/9/23 so please email & we will respond asap
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**SCHOOL HEALTH FORMS** – Due Date for All Student Health Forms & Emergency Forms: **JULY 20, 2023**

Please call and schedule Pediatrician appointments NOW to ensure M.D. completion of the medical forms in time by the due date.

**ADW HEALTH FORM REQUIREMENTS FOR SCHOOL ENTRY 2023-2024**

**\*\*ALL Students ((New & Returning for those entering Grade K & Grade 7 who need updated vaccinations))\***

1. **ADW Immunization Acknowledgement Form-3** (M.D. & parent to complete entire packet pages 1 through 6)
2. **St. Elizabeth School Student Emergency & Illness Info Form** (one form per child. **Note:** Pre School uses a different form than JK-8 per MD/OCC state law).

**\* Students with severe allergies and/or those who will require Medications administered during school hours:**

3. **ADW Student Medication Authorization Form-8** (for daily or PRN/as needed Medications, including Over the Counter)
4. **ADW Allergy Agreement & Action Plan Form-6** and/or **ADW Inhaled Medication Authorization Form-9** (for EpiPens/Benadryl, Inhalers, Seizure Rescue, Diabetic Treatment Plans).

**IMPORTANT NOTE:** Make doctor appts NOW and PRINT OUT ADW health forms (from TADS or the school Website) to bring with you to the appointment. Make sure that you fill in ALL parent sections and sign/date all parent signature lines. **We do not accept MCPS health forms.** We MUST have all health care providers complete the ADW health forms; MCPS or generic ones are not accepted, *and most HCPs only have the MCPS forms in their offices.*

**HOW TO SUBMIT THE HEALTH FORMS TO THE SCHOOL:**

**New Students Only:** There will be 2 (two) places that you will need to upload the completed health documents to:

1. **TADS:** your initial submission will need to be uploaded into TADS. You should be familiar with this system from previous Application submission.
  2. **SNAP:** this is our Electronic Health Record system, but you need to wait until you receive a personal invitation from SNAP to set up an account before you can move forward and upload copies of the medical forms to this location. We will send you email notice of when to be on the watch for the SNAP Invitation.
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3. **RETURNING STUDENTS:** Submit ONLY to SNAP - Please upload ALL updated health records & returning K & Grade 7 Immunizations under the Immunization section.

**New Students Only:** We prefer you upload the entire health form packet to TADS first & later, when you receive the email Invite from S.N.A.P., upload to SNAP (EHR) with only one exception:

***If your child has late Fall birthdate and you can't get new physical before school year begins in August 2023** due to Insurance coverage; In this case: Please send us child's LAST physical along with the to date vaccine history now, then send the new updated one when it's done in the Fall. Please send us an email notification that this is the case for your incomplete health form packet.*

Please refer to St. Elizabeth School Handbook/Health Policy regarding the following:

**When should I keep my child home?** Fever greater than 100.4 oral\*; positive Covid test (call us for guidance;)  
vomiting within the past 24 hours\*; diarrhea within past 24 hours\*; upper respiratory symptoms that cannot be managed by the student independently (such as runny nose; persistent cough in past 24 hours); uncontrolled seasonal allergy symptoms not relieved by medication; symptoms of bacterial conjunctivitis until treated for 24 hours, any bacterial infection until treated for 24 hours, such as strep throat; any recent orthopedic injury until pain is controlled enough to attend school comfortably. **\*These must be absent WITHOUT use of medication to prevent the health problem, in past 24 hours. Please refer to Parent Handbook.**

**LICE?** Lice should be treated, then child may return immediately after. Treatment can be a shampoo (OTC,) manual removal, or go to Lice removal service. We do NOT have a "no nit policy" so your child may attend school with nits still present. BTW, nits found greater than one inch away from scalp are of no concern—they are or will die soon. If we find lice while a child is at school, we will call you with option to pick up, but only require it if child is very uncomfortable or upset. You can treat it later that day. We advise calling the pediatrician for guidance/questions.

**We do not screen routinely for lice. We do not inform classroom families of lice cases, unless** there is a widespread outbreak, and that is at nurses' and principal's discretion.

All lice policies are in accordance with CDC and American Academy of Pediatrics (AAP) standards.

**When do WE contact You?** For Injury or signs of illness requiring that you pick up your child and/or seek medical treatment (we do not diagnose but can advise this.) We might email and/or call if your child is coming frequently especially with vague symptoms—often a sign of anxiety or friend-group issues. We may ask counselor to see a child with these patterns. **We EMAIL you with routine questions, if your child has an injury to head or face but is not serious** (so you can monitor later, for ex, if shows signs of concussion later, which is usually the pattern with concussion.). Also, for Pre School and K-1, please note our ***Potty Policy in Handbooks***—you may have to come and change your child for potty accidents, and do a clean-up, and in some cases take them home for a bath. For repeated incidences, *see our handbooks* as we may ask you to take a break from school to retrain. It is not uncommon for children to regress in potty training when they begin school year.

#### **MEDICATIONS ADMINISTERED DURING THE SCHOOL DAY:**

<https://marylandpublicschools.org/about/Documents/DSFSS/SSSP/SHS/SHSGuidelines/MedicationAdministration03182015.pdf>

**Emergency and daily medication for Severe Allergies, Diabetics, Asthma, Seizures, and ADHD:**  
**WE NEED A DOCTOR'S ORDER TO GIVE ANY PRESCRIPTION AND/OR OVER THE COUNTER MEDICATION, per MD COMAR Regulations/Law....** Including as needed medications like Tylenol for headache, hydrocortisone for a rash, etc. & even cough drops as they contain active ingredients.

**Any medication that CAN be given at home, must be given at home BEFORE school.** For ex, if doctor writes "Concerta 18.5 mg for ADHD at 8:30 am daily," we will not give this—you must give it before you leave the house, because that order is timed without a valid reason i.e., there is no medical reason to give at 8:30 vs 7:45, or even at 8 am in your car. But if your child needs a lunchtime booster dose—we will give it! If your child needs antibiotic for 5 days (short-term) at noon—we give it!

**Epi Pens, Benadryl for food allergy, Inhalers, Emergency seizure rescue meds**—all require a special form signed in several places by you and doctor, with specifics filled in by doctor. We need these provided either in the few days before school when we will be working (drop by between 9 and 1 pm) or on the morning of 1<sup>st</sup> day of school. We will probably have a place outside to meet us with these on first day of school—TBA. Emergency Meds will be sent on Field trips. Children cannot go on trip without any prescribed Emergency med. All teachers are trained on a yearly basis to administer emergency medications, as well as being certified/recertified every 2 years in CPR and First Aid. We remind parents when any meds are due to expire, require refills or renewals.

**Seasonal allergy**—Please treat seasonal allergy EARLY in season and at home. Every year on Aug. 15<sup>th</sup> and March 1<sup>st</sup>, START your child's daily allergy meds, such as Children's Zyrtec or Allegra. Give either at bedtime or am, daily. Sleep with windows shut, car windows shut. Wash hands and face after being outside. Increase water intake; nighttime bathing & daily change of pillow case is advised; Consider a long-acting eye drop (Patanol, Pataday or their generic, for example) as eye itching and watering are very hard to manage at school and very distracting to the child. Consider Flonase or Nasacort daily nasal spray every am for allergy (**NOT an antihistamine one**, but a steroid-based one.)

**NUT ALLERGY**—We are NOT a nut-free school but are "nut aware" in that parents bringing in treats are asked to avoid nuts and/or clearly label contents. Parents can talk with room mothers or teachers about this too. Students with diet restrictions may bring their own substitute. Staff are given lists of those with allergy/illness and keep in desk; sub teachers have access. We will ask you to fill out a form with details re any Student Food allergy/intolerance if you note this problem in health forms.

**\*COMAR School Immunization Requirements for entering Grade K & Grade 7** – Consult HCP to ensure your child is up to date with all vaccinations and booster doses. Please reference [health.maryland.gov](http://health.maryland.gov) for the full vaccine requirements

1. **Kindergarten:** must have received their #2 of 2 required doses of Varicella & MMR
2. **7<sup>th</sup> Grade:**     **Tdap:** a single "booster" dose of Tdap  
                          **Meningococcal (MCV4):** a single dose

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WELCOME TO OUR ST. ELIZABETH'S SCHOOL COMMUNITY  
PLEASE CALL or EMAIL US WITH QUESTIONS  
THANK YOU!