

Health Office Guidelines and Documents

Dear Parent or Guardian:

Completion of the following forms is requested in order to facilitate school health care for your child.

1. Student Emergency Information
2. Physical Examination Form
3. Health History Questionnaire
4. Medication Administration
5. Family Life Letter
6. Spinal Screening

*Please advise your child's bus driver if your student has a medical condition. It is especially important to advise the bus driver if your child has a condition, which could become a medical emergency, so that arrangements could be made to provide for healthcare.

INSTRUCTIONS

1. Student Emergency Information Form

EMERGENCY FORMS ARE DUE ON THE FIRST DAY OF SCHOOL AND UPON ENROLLMENT! NO EXCEPTIONS! (in addition to forms requested from the main office).

2. Physical Examination Form - is requested every year.

The Newgrange School and New Jersey Administrative Code 6A:16-2.2 requires a report of physical examination from your child's primary care physician. It is **required** you submit this documentation upon enrollment and for each developmental time period.

- **Physical examination and immunization record documentation is required to be submitted upon entry into school as a new student or grade 3, grade 6, and grade 9.**
- **The physical examination documentation must include immunization record.**

3. Health History Questionnaire

Must be completed.

4. Medication Administration

- a. Included if you would like to request Tylenol or Motrin administered to your child as needed.
- b. The administration of medication in school should be avoided whenever possible. The physician and the parent must complete a Request For Medication Form in order for medication to be administered by the school nurse.

5. Family Life Letter

Complete only if you **do not** want your child to participate in Family Life/Reproductive Health Education.

6. Spinal Screening

Complete only if you do not want your child to participate in Spinal (Scoliosis) Screening.

Please contact me at 609-584-1800 extension 229, if you have questions.