



August 2022

**RE: SCHOOL HEALTH**

Dear Parent/Guardians:

The Oak Park School District has established School Health procedures to ensure optimal health and safety during school hours. The Board of Education has adopted Board Policy 2007- Health and Safety, regarding school health, immunizations, administration of medication and other health and safety protocols. The policy states that, "Except otherwise specifically provided by law, the Board requires that all students be properly immunized, not later than the first day of school."

All medical emergency plans and medications needed during school hours require proper authorization for intake, storage, distribution and disposal. Enclosed you will find a copy of the *Student Medical/Health Notice*. Please complete this form and return it to the main office of your child(ren's) school ONLY if your child(ren) require medication, a medical plan, or has a medical concern. This form will allow building personnel, along with the District nurse, to guide you through the OPSD Health Protocols to best support your student.

Medication administration during school hours will be permitted only when:

- Failure to do so will jeopardize the health of a student.
- The student would not be able to attend school if the medication or treatment were not made available during school hours.
- The child is disabled and requires medication to benefit his/her educational program.

If your child requires medication, prescription or non-prescription, during school hours, the school must have consent from a doctor. District personnel cannot accept medication or administer medication without documentation from a physician.

Medication must be in its original container, labeled with your child's name and proper dosage. The school cannot supply non-prescription medication (i.e. cough drops, Tylenol, Motrin, etc.). If your child requires non-prescription medication during the school day, proper authorization is required to be on file. Parents are responsible for checking the need for medication refills and supplying the refills to the school in a timely manner.

In addition to administration of medication, some students require a health plan to provide optimal support for medical concerns such as asthma, allergies, seizures, etc. If your child requires a health plan during regular and after school hours, please visit the website <https://www.oakparkschools.org/community-parents/school-health-k-12/> or contact your school for the proper authorization forms. All health plans **expire** at the close of the current school year. A **new** authorized health plan must be submitted prior to the start of each school year.

If you have any questions, please contact your child's school, or the District Nurse, Vanessa Long at (248) 342-9944 or [vanessa.long@opsk12.org](mailto:vanessa.long@opsk12.org).

Be well!

Carol Baaki Diglio  
Assistant Superintendent of Human Resources