Dear Parent/Guardian:

Welcome to the Woodbridge Academy Magnet School 2022-2023 school year. The following health related information and documents are for your use. I personally invite you to contact the Health Office regarding any questions that you may have concerning your child’s health. By working together, we can assure you that your child will have a valuable and positive learning experience at the Woodbridge Academy Magnet School.

**Immunizations**

* It is a New Jersey State Requirement that no child be admitted into school without acceptable evidence of required, up-to-date immunizations. Please stress with your child’s sending school district that they comply with our request in sending the original health record, (A-45) to complete the admission procedures. If we are unable to obtain this documentation from your child’s previous school, we will request an official immunization record from you—you can obtain this information from your doctor—as your child will not be allowed to remain in school without this documentation.

**Physical Examinations**

* New Jersey State Law requires that all students must have a physical examination by their family doctor, upon entry into the school district. Physicals are also required for all students in grades 9 and 11 and those students who apply for working papers. Your own family doctor must conduct all medical examinations and the results must be noted on the attached Private Physician’s Exam form, along with an official immunization record, and returned to the school nurse within 30 days of the first day of school. Physicals performed within 365 days of the first day of school are acceptable to satisfy the entrance/annual physical examination requirement.
* Physicals are also required for students who are candidates to participate in school sports. State-mandated physical exam forms required for the athletic program are available from the Health Office or on the school website. A sports physical is acceptable to satisfy the annual exam requirement.
* If a student does not have a family doctor, our school doctor may conduct the required physical examination if you request this in writing on the attached Parental Acknowledgment form.

**Medications**

* Medications required during the school day, whether prescription or over-the-counter (Tylenol, Advil, Tums, etc.), can only be dispensed with a physician’s written order along with a parental request on the attached Medication Authorization form, and it must be in the original labeled container.
* If your child requires any emergency medication (e.g., asthma inhaler, EpiPen, Benadryl) or is prone to conditions such as headaches or migraines, cramps, GI upset, etc., please have this form completed by your doctor to allow prompt treatment for these issues during school hours.
* A separate Medication Authorization form must be completed for each individual medication your child requires.
* Students who have asthma and/or allergies, may carry an inhaler or EpiPen with them if the attached Medication Authorization form is completed by the physician. A back-up inhaler and/or EpiPen is required to be kept in the Health Office for emergencies.
* Please note that all medication orders are effective for the school year in which they have been written, and must be renewed each new school year.

**Asthma**

* If your child has asthma, an Asthma Action Plan must be completed by your child’s doctor. These forms are available in the Health Office or on the school website. Students may self-carry a rescue inhaler if indicated in the action plan, and a back-up inhaler is required to be kept in the Health Office for emergencies.

**Allergies**

* If your child has life-threatening allergies, a Food Allergy and Anaphylaxis Action Plan must be completed by your child’s doctor. These forms are available in the Health Office or on the school website. Students may self-carry an EpiPen if indicated in the action plan, and a back-up EpiPen is required to be kept in the Health Office for emergencies.

**Diabetes**

* If your child has diabetes, a Diabetes Medical Management Plan must be completed by your child’s doctor. These forms are available in the Health Office or on the school website. Physician orders and a Medication Authorization form must be available on the first day of school in order for your child to be administered their diabetes medication during the school day.

**Seizures**

* If your child has a seizure disorder, a Seizure Action Plan must be completed by your child’s doctor. This form is available in the Health Office or on the school website. Physician orders and a Medication Authorization form, if applicable, must be available on the first day of school.

**Emergency Contact Information**

* A school-issued emergency card must be filled out and returned as soon as possible within the first week of school.
* Consideration must be made about who is available to pick up your child from school, if needed. Students cannot remain in school with a fever, rash, vomiting, sprain, or any other condition that is possibly contagious, or that keeps them from class for an extended period of time.
* It is imperative that the contact information you provide is valid and consistent—if at any point during the school year your or your emergency contact’s information changes, please alert the school and update the information in the parent Genesis portal.

**Special Accommodations**

* If your child is injured or requires any special accommodations at school for any reason, e.g. crutches, gym excuse or restrictions, new medication to be administered at school, unrestricted bathroom access, etc., documentation from a doctor stating these accommodations is required.

Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,

Cristina Kelly,

School Nurse, ext. 3018