



Oklahoma Union Health Services Program

It is the goal of the School Health Program to assist students in maintaining and improving their current state of health and to teach them to make informed choices.

- Administration of *Prescription* Medications

It is the policy of Oklahoma Union Schools to not administer prescription medications at school unless it is determined necessary by the parent, physician, and school nurse. If it is determined to be necessary the medication must accompany:

1. A written **Dr's. Order** must be obtained.
2. Written **consent from parent** must be obtained.
3. The medication must be brought to school in the **original prescription bottle properly labeled with a current date by a registered pharmacist** as prescribed by law.
4. The medication must have been **administered at home at least once** to reduce the risk of a reaction at school.
5. New physician orders and parent permission signatures and a newly labeled pharmacy container should accompany any changes in type of drugs, dosage and/or time of administration.

It is the policy of the Oklahoma Union Schools that inhalers *and epipens* may be carried on the *MS/HS* students with written consent by the parent. *Elementary students' inhalers and/ epipens will be kept in the nurse's office, however, elementary students may carry inhalers and/or epipens in their backpacks on buses.*

- **Immunizations:**

Requirements:

No minor child shall be admitted to any public, private, or parochial school operative in Oklahoma unless the parent or guardian can present to the appropriate school authorities certification from a licensed physician or public health authority that such child has received or is in the process of receiving the immunizations required for school entry, or is likely to be immune as a result of having had the disease. This means parents or guardians must present an immunization record for each child listing the vaccines the child has received, or an exemption, before the child is allowed to attend school.

Transfer Students:

Any student transferring to a school within Oklahoma must present acceptable evidence of immunization to the receiving school or have an exemption on file. No grace period is allowed for the parents of transfer students to present records with the exception of children who are in the household of an active duty member of the military. Oklahoma Union School will allow 30 days from the date of enrollment for military students to obtain any immunization required in Oklahoma.

Lost or Unavailable Immunization Records:

If parents cannot locate their child's immunization record and the record is not in OSIIS (Oklahoma State Immunization Information System) the parents should contact the clinic where the immunizations were given, the child's previous school, and/or the immunization registry in the state or city where the child previously resided to obtain a copy of the record. With record in hand, the child can then be admitted to Oklahoma Union School as "in the process" of receiving the required vaccines.

Children in School Prior to Kindergarten:

Children are not past due for a vaccine until they pass the oldest recommended age for a vaccine.

Meningitis Information:

Oklahoma Union School will provide information about the health risk of meningococcal meningitis to parents and guardians of students as required by Senate Bill 1467.

Oklahoma Union School District will adhere to the guidelines indicated in the most recent *School Administrator's Guide to Immunizations*.

- **Diabetes Management:**

Oklahoma Union School will develop/maintain an individual diabetes medical management plan for each child with diabetes. The parent or legal guardian will provide written consent for a school nurse, a school employee trained by a healthcare professional, or a volunteer diabetes care assistant to provide diabetes care in accordance with state law requirements including but not limited to the administration of glucagon. School personnel who have direct contact with the student shall be made aware of the diabetic management plan. Each student shall be allowed privacy to carry out necessary procedures to manage their diabetes. School personnel shall be trained yearly in diabetes management.

- **Opioid Antagonist Administration -**

Oklahoma Union school shall maintain a supply of opioid antagonists in a secure but unlocked and easily accessible location. The antagonists shall be maintained in quantities and types deemed adequate by the administration, in consultation with local first responders. The person(s) who has been approved by the administration of the school to administer an emergency opioid antagonist to a student suspected to be undergoing an opioid-related drug overdose, may administer the antagonist, and, as soon as possible, shall notify first responders of the situation. The emergency opioid antagonists shall be accessible in the school during regular school hours and during school-sponsored functions taking place on school grounds.

- **Allergies:**

Food Allergy: Oklahoma Union School will serve students what is on the school menu, without substitutions, unless parents/guardians provide the Medical Statement form requesting special food in Child Nutrition Programs to the school nurse. The form must

be signed by a physician in order to receive food substitutions. The form is available from the school nurse.

Anaphylaxis:

Staff will be trained in the use of epipens and notified of students who have an epipen.

- **Seizures:**

Oklahoma Union School will be in compliance with SB128 “Seizure-Safe Schools Act” by requiring each school site with a student who is known to have a seizure disorder, to have at least one employee who has training to administer or assist with self-administration of seizure medication and recognize symptoms of seizures and take steps to respond. School employees who take actions in compliance with the act are exempt from disciplinary proceedings and will have immunity from civil liability.

- **Communicable Diseases:**

Oklahoma Union School will follow the guidelines provided by the Oklahoma State Department of Health.

- **Vision Screening:**

Oklahoma Union will provide approved basic vision screening to each student enrolled in kindergarten, first, or third grade through Prevent Blindness. If they do not participate in the provided screenings, parents of students enrolled in kindergarten, first, or third grade shall provide certification to school personnel that the student passed a vision screening within the previous twelve months or during the school year. Such screening shall be conducted by personnel listed on the statewide registry as maintained by the State Department of Health. Oklahoma Union shall notify parents/guardians of students who enroll in kindergarten, first, or third grade of the vision requirements.

- **Bullying Prevention Education:**

Oklahoma Union School will provide Bullying Prevention Education to students and staff. The Elementary Counselor will use *Steps to Respect* Curriculum during guidance lessons. Information and reporting forms will be placed in the Elementary cafeteria for parents, teachers, and students. Elementary staff will receive training on the 3R’s, 4A Response, bullying definition, and the site reporting procedures. Up to 100 Oklahoma Union High School students will attend (w/parental permission) the anti-bullying program - Challenge Day.

- **Accidents, Emergencies and Disasters**

The Superintendent, all building principals, and/or the school nurse and SRO will be notified immediately of any present or threatened accidents, emergencies, or disasters. First Aid will be given according to the **Oklahoma Emergency Guidelines for Schools** manual, which is kept in the School Nurse’s Office. Designated school officials,

whenever deemed necessary, will initiate the Oklahoma Union School disaster plan. 911 will be used to call for emergency assistance.

- **CPR**

1 certified staff member and 1 non-certified member in each building will receive training in CPR and Heimlich Maneuver. High school students will receive instruction in CPR once during their high school career. Oklahoma Union School Health Clerk will conduct or arrange for the training. Coaches and Bus Drivers will keep certification current.

- **Oklahoma School Security Institute:**

Oklahoma Union School will place OSSI Tip line posters, as provided by the OSDE, in prominent places around the school for parents, stakeholders, and student view. The posters will include a website and toll free number for reporting activity that may compromise school safety.

- **Reporting Child Abuse/Neglect**

Oklahoma Union will follow OSDE requirements regarding staff training in Child Abuse Reporting and Procedures. New staff will be trained annually regarding the types, signs, and symptoms of abuse and neglect (including sexual abuse) as well as the reporting procedures. Any suspected abuse/neglect will immediately be reported to the OKDHS Hotline at 1-800-522-3511, or the local police department if the student is over the age of 18. Employee making report shall fill out pertinent information using the provided "Child Abuse Reporting Form." Reporting employee shall keep form in a confidential file for 5 years. The building principal and/or site counselor may be notified of any suspected child abuse or neglect.

- **AIDS Prevention Education Plan**

AIDS education shall consist of the discussion of the disease and its spread and prevention. It will be taught once from the seventh through ninth grades; and once in the tenth through twelfth grades.

It will specifically teach that:

1. Engaging in homosexual activity, promiscuous sexual activity, intravenous drug use or contact with contaminated blood products is now known to be primarily responsible for contact with the AIDS virus.
2. Avoiding the activities previously specified is the only method of preventing the spread of the virus.
3. Sexual intercourse, with or without condoms, with any person testing positive for human immunodeficiency virus antibodies, or any other person infected with HIV, places that individual in a high-risk category for developing AIDS. Abstinence from sexual activity is the only certain means for the prevention of the spread or contraction of the AIDS virus and artificial means of birth control are not a certain means of preventing the spread of the AIDS virus.

All materials used for AIDS education will be made available to parents/guardians for viewing and a presentation will be made available during weekend or evening hours at

least one month before AIDS education is to be presented. No student shall be required to participate if a parent or guardian of the student objects in writing.

- **Hygiene/Puberty Lessons for 3rd – 5th Grades:**

Lessons will be taught to 3rd, 4th, and 5th grades at least once a year. Boys and girls will be in separate classrooms. A male certified staff member(s) will provide instruction to the boys and a certified female staff member(s) will provide instruction to the girls. All materials used for these lessons will be made available to parents for viewing before lessons are given. No student shall be required to participate if a parent/guardian of the student objects in writing.

- **Human Trafficking:**

Annually, OKU Safe School Committee will recommend PD needs of faculty and staff to recognize and report suspected trafficking.

- **Tobacco Prevention:**

Oklahoma Union School is a 24/7 Tobacco Free Campus. Prohibition includes and/or applies to the following;

- vapor products
- All school property, including school vehicles
- All school employees, students, and visitors on school property
- Personal vehicles while on school property

Signs about this policy will be posted at entrances to school property. The district will provide tobacco cessation information. All campuses will recognize Red Ribbon Week, where tobacco prevention lessons and/or activities will take place.

- **Students Under the Influence:**

Any teacher who suspects a student to be under the influence of non-intoxicating substances, alcoholic beverages, or controlled dangerous substances should report that student to the building principal.

- **Suicide Prevention:**

Oklahoma Union School will follow OSDE training guidelines in the training of personnel on suicide awareness and prevention. The Oklahoma Department of Mental Health and Substance Services shall make available to Oklahoma Union School district curriculum for staff which addresses suicide awareness and prevention, without cost. The course outline for the curriculum shall be made available to the public online through the school district website. (See OKU Suicide Awareness and Training Policy.)

- **Lactating Employee Policy:**

Oklahoma Union will allow for work schedule flexibility to provide time for expression of milk.

Oklahoma Union will provide the following to staff:

- a private location on school grounds to express milk
- Refrigeration for storage of expressed milk

- Access to a clean, safe water source and a sink for washing hands and rinsing out any breast-pumping equipment.

- **Sunscreen Use:**

The elementary school will provide and apply sunscreen with parental permission. Middle and High School students will have access to school provided sunscreen while on school grounds. Middle school and HS students will be responsible for requesting and applying the sunscreen. All Oklahoma Union School students will be responsible for providing sunscreen while participating in athletic events, field trips, and/or any other school sponsored activity off of school grounds.