



St. John Paul II Catholic Schools

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Holy Spirit Elementary School • Nativity Elementary School • Trinity Elementary School
Sacred Heart Middle School • Shanley High School

July 2023

Dear Parents:

Happy new school year! Please see the below information regarding medications, medical, health, dietary needs, illness guidelines and immunizations.

Medication information for all schools: The following information regarding medications is per the JP2 Schools Network Medication Administration Policy (the complete policy can be found on the JP2 website). Please note the limitations and requirements needed for the administration of medication by the JP2 staff during the school day.

- Fill out and sign the Authorization for Medication form and return it with your packet prior to the 2023-2024 school year. **A new signed form is required each school year.** This signed permission is good for the entire 2023-2024 school year.
- No prescription or non-prescription (over the counter/OTC) medication will be administered by school personnel unless prescribed by a licensed prescriber and/or an authorization is signed by a parent or legal guardian.
- Prescription medication **must** be in a container with a label prepared by a pharmacist. Non-prescription medication **must be in the original container labeled with the student's name and dosage.**
- All medication, prescription or non-prescription must be checked in at the office.

Medication information for High School/Middle School:

- Locate and complete the Medication Administration form for the 2023-2024 school year in your back-to-school packet.
- Tylenol (Acetaminophen) and Ibuprofen are available at Shanley High School and Sacred Heart Middle School in the health office for students with parent/custodian approval.
 - **The signed Authorization for Medication form is needed for your child to receive school supplied Tylenol (Acetaminophen) and/or Ibuprofen (in the grey area on the bottom of the form).**
 - Sign and indicate dosage for Tylenol (Acetaminophen) and/or Ibuprofen on the enclosed medication form. Return form to school. This form will be kept on file in the health office throughout the school year.
- Students **are not** allowed to carry medications with them during the school day unless a self-administration form is filled out, signed and on file at school each year. This form is located on the JP2 website or upon request from the health office. (Examples medications: inhaler for asthma, tums for acid reflux)
- Students in 6th-12th grade with emergency medications are encouraged to carry their emergency medications (listed on their emergency careplans) on their person at all times.
 - The self-administration of medication form located on the careplan or supplied by the school must be completed.

Medication information for Elementary Schools:

- Locate and complete the Medication Administration form for the 2023-2024 school year in your back-to-school packet.
- Daily medication
 - If your child takes a daily medication, fill out the medication and directions on the prescription part of the form



- Bring in the medication in the original prescription bottle
- Inform the office if the child no longer requires this medication.
- **Send only** Tylenol (acetaminophen) or Ibuprofen to school **if it is needed for your child.** (Ex: they have chronic headaches, etc.) If your child is not feeling well, they should be at home per school policy.
- Students with emergency medications
 - Medications must be listed on the signed medication form and emergency careplan.
 - These medications will be kept in the student's classroom along with their careplan.

Health/Medical/Dietary:

- If your child has any allergies or medical conditions that require an emergency careplan, contact the JPII health office (email or call) before the start of the school year. We will discuss your child's needs and put together a careplan for your child. This careplan and information will be shared with the student's teachers.
- Complete the Healthcare Provider Anaphylaxis Action Plan form available on the JPII Website
- If your child has any special dietary needs, contact the JPII health office.
 - Find the Medical Statement for Students with Allergies or Chronic Illness Who Require Special Dietary Accommodations/Awareness form located on JPII website.

Illness:

- If your child is ill, please keep him/her at home as per school policy.
- Policy includes but is not limited to:
 - If your child has a fever (oral temperature above 100.4°F) keep him/her at home. The child may return to school if they are fever free for 24 hours without the aid of fever reducing medications
 - If your child has vomiting and/or diarrhea, keep them home for 24 hours after the last time they vomited or had diarrhea, unless it is determined to be caused by a non-communicable condition and the child is able to remain hydrated and participate in activities.
- Child Care and School Infectious Disease/Exclusion Guidance can be located on the JPII and NDDoH websites.

Immunizations:

- All students are required to be fully immunized per the NDDoH immunization guidelines
- Complete and updated forms should be given to the health office **before the start of the school year** (and shared as updated throughout the school year)
- Students that **do not have complete and up-to-date immunization records may be excluded from school per ND Public Health guidelines**
- Immunization exemptions
 - Please return signed form regarding any exemptions for your student
 - Forms are available on the NDDoH website, your physician's office and on request from the health office.

Please feel free to contact me regarding any of the above information or for any other reason throughout the year.

Thank you and I hope everyone has a safe, healthy, and fun school year!

Sincerely,
 Dawn Storandt RN
 JPII Nurse
 701-893-3217

Attachment: Student Medication Administration Form