



2015-2016

SCHOOL HEALTH AND WELLNESS PLAN

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Information on Health

CJA believes in teaching and supporting the whole child to ensure each student has a fair chance at academic success. We are committed to the social-emotional, physical, and mental well-being of every student.

Policy on Alcohol, Tobacco, and Other Drugs

The CJA Board of Directors intends to keep its schools free of alcohol, tobacco, and other drugs and expects that every effort be made to reduce student use of these substances. This is an important step towards preventing violence, promoting school safety and creating an environment that promotes learning. Please look to the Board policy on Alcohol, Tobacco, and Other Drugs for more information.

NEW – Free flu vaccinations at school for 6th through 8th grade

If parents sign a consent form, students in 6th through 8th grade will be given a nasal vaccine at CJA to help prevent the flu. There is no cost to take part in this “Shoo the Flu” program. School staff are also eligible to receive a flu vaccination.

Physical Exam Requirement

- All students transferring in to CJA must complete a physical exam and bring the completed “Report of Health Examination for School Entry” by November 27, 2015. This includes incoming 6th grade students. If the student has a physical exam after August 31, 2014, CJA will accept it.
- A physician is required to complete the “Report of Health Examination for School Entry” form. Parents and guardians can pick up this form at the front office or print one from our website (www.cctschools.org).
- Parents and guardians should keep a copy.

Vaccinations

To attend school, all students must have certain vaccinations

Vaccinations (also called “immunizations”) help protect children from getting serious diseases. This section tells which vaccinations the school requires. It also provides information about free or low-cost vaccinations for your children.

In order to attend school, all students from kindergarten through grade 12 must have the vaccinations listed below.

- 4 doses of **Polio vaccination** to protect against polio, which causes muscle weakness and paralysis)
- 2 doses of a combination vaccination called “**MMR**” to protect against measles, mumps, and rubella (rubella is also called German measles)
- 3 doses of **Hepatitis B vaccination** to protect against hepatitis B, which causes liver disease
- 1 dose of **Varicella vaccination** to protect against chickenpox

- 1 dose of a **Tdap** (Pertussis) combination vaccination to protect against whooping cough, diphtheria and tetanus. The name of this vaccination is different depending on the person's age. California law requires that all students who enter or transfer into grades 7 through 12 must show that they have had a Tdap booster vaccination when they were *at least 7 years old* (on or after their 7th birthday).

Students entering grade seven must show proof of the following immunizations:

- 1 dose of a **Tdap** (Pertussis) combination vaccination to protect against whooping cough, diphtheria and tetanus.
- 2 doses of **MMR**

If parents or guardians cannot find the child's vaccination records, contact the doctor's office or clinic and ask them to fax or mail the child's vaccination records directly to the school. If the child was vaccinated in California, the school may be able to find the student's vaccination report in electronic records that are kept by the State of California.

What happens if students don't get all of the required vaccinations?

Students are not allowed to come to school until they have not received all of the required vaccinations (or an exemption).

- If the student has not had all of the required vaccinations, the student can still enroll at CJA.
- However, *until the student has had all of the required vaccinations*, the student cannot come to school.

Where can you get vaccinations for your child (of any age)?

To get vaccinations, students can visit their regular doctor or other health professional.

- If families are on Medi-Cal or eligible for Medi-Cal, call 1-888-604-4636 or visit <http://shotsforschool.org/parentinfo.html>
- If families do not have health insurance ask the front office for a list of clinics that offer immunizations for free or at a reduced cost.

Vision and Hearing Screens

Each pupil shall be given a hearing and vision screening test at first entry into CJA. Students will be screened in kindergarten or first grade and in second, fifth, and eighth grade. Parents and guardians will be notified if the screenings detect anything that requires further attention.

Scoliosis Screens

All girls in the 7th grade and boys in the 8th grade will be screened for possible scoliosis (unnatural curves in the spine) by a physician or health professional. Parents and guardians will be notified if the screenings detect anything that requires further attention.

Does your child need an “Individualized Healthcare Plan”?

If a student has a health condition that requires daily care, medications, or might need emergency care during school hours, parents and guardians should speak to a school staff. The front office staff will give parents school health forms that the doctor must complete every year.

Using information from the school health forms, the school nurse will work with parents to develop an Individualized Healthcare Plan for the students’ healthcare needs at school.

Depending on the student’s condition, parents may need to do more than one healthcare plan. For example, a student might need one healthcare plan that covers daily health needs and another that tells school staff what to do if there is an emergency.

Medication at School

Students are not allowed to have any prescription or non-prescription medication in their possession at school unless the school has received the “Authorization for Medication” form signed by the doctor and parent/guardian. If a school staff discovers a student with medication without school authorization, school staff will immediately take the medication away and contact the parent or guardian.

CJA encourages all families and students to take medication at home. However, if a student must take prescription or non-prescription medication during school hours or during a field trip, parents/guardians and a physician must list the name of medication, how the medication should be administered, and the dosage, all of which can be found in the “Authorization for Medication” form. Parents can retrieve this form at the front office or download it from our website. If the student requires medication on a long-term basis, the parent or guardian must complete the “Authorization for Medication” form at the beginning of each school year.

In order for a student to have medication at school:

- A physician must complete the “Authorization for Medication” form stating that the student needs to take the medication during school hours (or during school trips). The parent or guardian must give written permission on the same form the doctor completes.
- Parent must complete and submit the “Authorization for Medication” form to the school *before* the student needs to take the medication at school (or *before* the school trip begins).
- Medications must be brought to school in their original container with the student’s name must be on the label.
- All controlled medicine, like Ritalin, must be counted and recorded on a medicine log when delivered to the school. The parent who delivered the medicine should verify the count by signing the log.

When the medication is no longer needed, a parent or guardian must pick it up. If the medication is taken every day, the parent or guardian must pick it up at the end of the school year.

These rules apply to **all prescription medications** (including inhalers, epi-pens, and pills). These rules also apply **all non-prescription** (“over-the-counter”) medications. This includes cough and cold medicine, cough drops, eye drops, and other remedies that you can get without a prescription. Whether the student needs to take medication every day or for just a short time, the rules for taking medication at school or on a school trip are the same.

Who will assist the student with taking the medication?

A school staff will administer the medication following the doctor’s written instructions. Some medications, like insulin, can only be given by a nurse.

If it’s a school trip, and the parent submitted the required paperwork before the trip begins, a school staff member who goes on the field trip will be trained to help the student with medication during the trip.

If both the physician and parent/guardian feel confident that the student can safely carry and effectively administer their own medication, the school may allow the student to be responsible for his/her medication. However, this only applies for students who need inhalers for asthma or epinephrine auto injectors. All other medication must be held at the front desk by school staff.

[Diabetes policy](#)

If a student is diagnosed with diabetes, parents have the option to request for special education and related services. CJA will have a school nurse assist your child with insulin medication. Please complete the “Authorization for Medication” form and submit to the front office.

[Seizure policy](#)

If a student has routine seizures from epilepsy, parents have the option to request for special education and related services. CJA will train a designated school staff to assist your child with anti-seizure medication. If a student has a seizure on campus, school staff will immediately call 911 and the student’s parent/guardian. Please have your physician complete the “Administration of Emergency Anti-Seizure Medication” and “Authorization for Medication” form.

[Asthma](#)

If a student is diagnosed with asthma, there is always a chance that emergency treatment might be needed, even if the student’s asthma is well controlled. To be prepared for possible emergencies, here is what the school requires for all students who have been diagnosed with asthma:

- Parent/guardian and a physician must complete and submit an “Asthma Action Plan” and an “Authorization for Medication” form. Parents can retrieve these forms at the front office or download them from our website.
- The student must have a “quick-relief” inhaler that is always available at the school. A “quick-relief” inhaler is sometimes called a “rescue” inhaler. It’s the type of inhaler that is used for relief of

coughing, wheezing (a whistling sound), and breathing difficulty that happens during an asthma episode (also called an “asthma attack”). “Quick-relief” inhalers have a medicine called “albuterol.” Common names for this type of inhaler include “Pro-Air” and “Ventolin.”

All school staff will follow the Action Plan for preventative and emergency situations. In the case of an emergency, the school will immediately call 911 and the parent/guardian.

Can the student carry the quick-relief inhaler at school?

The parent and physician must decide if the student is ready for the responsibility of carrying a quick-relief inhaler at school. If both the parent and physician decide the student may carry and administer the medication on his or her own, they must provide written permission on the “Asthma Action Plan”.

If either the parent or the physician decide that the student cannot carry the quick-relief inhaler, then the inhaler will be kept in a locked cabinet in the front office.

There’s another type of asthma medicine that students should be using at home *(they should not bring it to school)*

To help keep asthma under control and prevent breathing problems (asthma episodes or attacks), doctors usually prescribe a type of medication called “long-term control medication” usually under the brands “Qvar” or “Flovent.” This medication is different from the quick-relief inhaler.

Long-term control medication helps prevent breathing problems. It’s the type of medication that people take every day, even when they are feeling well and not having any breathing problems.

Students who are taking long-term control medication for asthma should not bring it to school. They should not bring this type of asthma medication to school unless it’s an overnight field trip.

Allergies

CJA has created an action plan for students who are diagnosed with debilitating or life-threatening allergies. CJA will take all precautions to prevent allergic reactions, however, to be prepared for possible emergencies, here is what the school requires for all students who have been diagnosed with severe allergies:

- Parent/guardian and a physician must complete and submit a “Severe Allergy Action Plan,” an “Authorization for Medication” form, and a “Medical Statement to Request Special Meals” form (if the student has food allergy). Parents can retrieve these forms at the front office or download them from our website.
- The student must have an “epinephrine auto-injector” that is always available at the school. The auto-injectors have a single dose of epinephrine that is injected in the middle of the student’s outer thigh, through clothing if necessary. DO NOT inject into the students veins, buttocks, fingers, toes, hands, or feet. The dose is determined by the physician and is specific to the student based on weight and height. Auto-injectors are commonly known by the brand “EpiPen”.
- The student must have antihistamines available at school for mild allergic symptoms.

All school staff will follow the Action Plan for preventative and emergency situations. In the case of an emergency, the school will immediately call 911 and the parent/guardian.

Can the student carry the epinephrine auto injector at school?

The parent and physician must decide if the student is ready for the responsibility of carrying an epinephrine auto injector at school. If both the parent and physician decide the student may carry and administer the medication on his or her own, they must provide written permission on the “Severe Allergy Action Plan”.

If either the parent or the physician decide that the student cannot carry the epinephrine auto injector, then it will be kept in a locked cabinet in the front office.

[How to ask for special meals for your child](#)

If a student has food allergies, dietary restrictions, or needs to have substitutes for common menu items, the parent and physician must complete the “Medical Statement to Request Special Meals” form. This form is accessible at the front office or on our website. Parents must return the completed form to the front office.

If your child has diabetes, school meals are healthy meals that can fit into most diabetic meal plans. The cafeteria may be able to provide emergency food, however, we recommend that the parent or guardian provide appropriate snacks in the case of an emergency.

[Communicable Diseases](#)

Communicable diseases are infections or conditions that are contagious but very treatable. CJA will ensure that students are learning in an environment that is healthy and safe.

Head Lice

CJA understands that head lice does not pose a health hazard or contribute to the spread of disease. It is not a sign of uncleanliness. When a student has head lice, CJA will still attempt to maximize student attendance and academic performance. Parents will be notified if a student is suspected of having head lice. Though it is not required that the parent or guardian immediately pick up the child, we recommend that the student and other family members in the household receive treatment as soon as possible. Most pharmacies and groceries sell lice treatment. If parents do not know how to treat lice, CJA recommends they speak with their health care provider.

Ringworm

Ringworm, or tinea, is a fungal infection of the skin – it is not a worm that enters a person’s system. It is very contagious by direct contact or indirect contact through shared clothing, combs/brushes, or sports equipment. Students suspected of having ringworm must receive a doctor’s note stating that they are receiving treatment and cleared to attend school. Any precautions that the physician recommends to prevent direct contact to the infected area will be followed closely.

Pinkeye

Pinkeye, or conjunctivitis, is usually a viral or bacterial infection of the eyelid or eye surface. Poor hand-washing is usually the cause of pinkeye. It is very contagious and can be spread by sharing towels. The student may attend school after 24 hours on prescription medication, if it is a bacterial infection, and written note from a physician that clears the student to attend school.

Strep Throat

Strep throat is a bacterial infection in the throat and tonsils. It is very contagious and can be spread by close contact or sharing foods and drinks. Students suspected of having strep throat will be encouraged to see a physician where they will be given a strep test. If the doctor confirms that it is strep throat, students will need to take antibiotics for 24-48 hours before they are allowed back at school. Please

[School healthcenters](#)

Castlemont High School Campus: Youth Uprising – Castlemont Health Center

This center is for youth between the ages of 12 and 24 who live in Alameda County.

8711 MacArthur Blvd., Suite A, Oakland, CA 94605 9am-4:30pm, Monday through Friday

(510) 428-3556

[Healthy Foods Policy](#)

In order to maintain a culture of health and wellness, the following foods and drinks are not allowed at CJA:

- Chewing gum and candy
- Food and drinks containing high sugar or other sweeteners
- “Juice” or juice products containing little fruit or vegetable juice
- Foods with high fat/serving ratio (e.g. cookies, Cheetos, potato chips, foods fried in oil)
- Carbonated beverages
- Cakes/cupcakes (unless this is part of a celebration approved by the teacher)

Teachers planning fundraisers, parties, or other school-related events are encouraged to consider healthier alternatives. If students bring foods low in nutritional value to school, teachers and staff will hold them at the front desk until parents pick them up.

Candy and Snacks

Students may not have any candy with them at school. Teachers will take any candy from students and treat it like “non-academic material,” and will give it the school operations team. (Parents have the option to pick up the candy after school)

Gum

Gum is not allowed on campus. Students with gum may face a consequence, and repeat offenders will face more serious consequences.

Designated Eating Times

Students may not eat food except during breakfast, lunch, and snack times. Students may not have food in their pockets or with them in any way except during snack and lunch. All snack food must be completed during snack time – and in the classroom. Students may not take snacks out of the classroom (for example, to the bathroom). Teachers will take food that students have out during unauthorized times and treat it like “non-academic” material. (Parents have the option to pick up the candy after school)