

# CHARLES OLBON SCHOOL

## A Note from the Nurse

My name is Katie Meyer, I am the nurse here at CO school. Please contact me with any questions or concerns. Also, visit our CO website and click on the health office tab for updated health information and to access medical forms.

1. Attendance: Please **call 973-317-7734** or **email coabsent@wpschools.org** before 9AM to report if your child will be absent or late. If you will be away at any point in the school year please notify me prior and I will note it in the computer.
2. If your child has a life threatening **allergies, asthma, or a seizure disorder** all related paperwork (available on our website) must be completed by the doctor and handed in to my office along with the emergency medication IMMEDIATELY! Both doctor and parent signatures are required for **ANY** medication administration. ALL medications must be brought in to the nurse by the parent along with required forms.
3. I am unable to give **ANY** medications (including over-the-counter medication) without **The Woodland Park Schools Medication Authorization Form** filled out and signed by **both parent and doctor**. This form is available on our website. ALL medications must be brought in to the nurse by the parent. ALL medications must be FDA approved. Prescription medication is to be in the original prescription bottle, labeled with student's name, name of medication, dosage, prescription number, and primary care provider's name. **DO NOT** send in any medication with your child.
4. Birthday Celebrations- NO Food Treats are accepted. We recommend sending a small non edible item (ex. pencils, stickers, erasers) or donating a book to your child's classroom.
5. Please **DO NOT SEND YOUR CHILD TO SCHOOL SICK!** This is how germs are spread to others. Frequent hand washing with soap and water is our best defense!!! Any student with a temperature over 100 degrees must be kept home until fever free, without fever reducing medication, for 24 hours. Do not send your child into school if they had diarrhea or vomiting in the last 24 hours. Students cannot be allowed to return to school unless they are symptom free for 24 hours.
6. Be sure to follow the dress code policy. Shoes should be safe and fit properly. Keep a change of clothing in your child's backpack in case of an accident.
7. If your child has activity restriction, please send in a doctor's note regarding such restrictions during school. A doctor's note is needed to be exempt from gym class for more than 1-2 days.
8. Please make sure your child eats breakfast before school and has a 'healthy' '**nut-free**' snack and lunch for the school day.

I am always here for you and your child. If you have any questions or concerns please contact me via email or phone. Thank you in advance for your cooperation!

Katie Meyer MSN, RN, CSN-NJ

973-317-7734

[kbeatty@wpschools.org](mailto:kbeatty@wpschools.org)

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