



## **Student Health Services Policy**

For: SY 2025–2026

Reviewed and Revised: August 2025

### **I. Introduction**

Laboratory Charter School is fully committed to the health and well-being of all students, recognizing that a healthy student is better positioned to succeed academically and socially. The School acknowledges that comprehensive and preventative healthcare services are essential components of a safe and equitable learning environment. In compliance with Chapter 23 of the Pennsylvania Public School Code and other relevant state and local regulations, this policy outlines the array of services that will be provided to support student wellness, including physical and dental examinations, screenings, immunizations, emergency protocols, and coordination with community health resources. This policy is rooted in our commitment to ensure that every student has equitable access to the services they need to learn, grow, and thrive.

### **II. Required Health Examinations**

All students enrolled at Laboratory Charter School must undergo a series of state-mandated health screenings and medical examinations designed to identify conditions that could impact academic performance or physical development. Medical examinations are required upon initial enrollment (Kindergarten or 1st grade), and again in Grades 6 and 11. Dental examinations are required upon entry, and again in Grades 3 and 7. Additional mandatory screenings include: annual vision screenings for all students; hearing screenings in Grades K/1, 2, 3, 7, and 11; height and weight measurements for all grades annually; scoliosis screenings in Grades 6 and 7; and tuberculosis screening upon entry and in Grade 9, as well as for staff and volunteers within three months of employment. Special examinations will be administered when students are identified as having possible developmental delays or health conditions that require further evaluation. Parents/guardians may opt to have private exams conducted at their own expense. To be accepted, these must be performed within one year prior to the school year. Exemptions on religious grounds must be provided in writing.

### **III. Maintenance of Medical and Dental Records**

Laboratory Charter School is responsible for maintaining up-to-date and confidential health records for all students. These records include but are not limited to medical examination forms, dental check-up documentation, immunization records, health history

questionnaires, and notes on screenings and referrals. All records are securely stored in each student's assigned school building and are accessible only to authorized personnel such as the school nurse. When a student transfers to another school, these records will accompany them to ensure continuity of care. Records are managed in accordance with state laws on student privacy and may only be disclosed when legally required or with written parent/guardian consent.

#### **IV. Immunization Requirements**

The Pennsylvania Department of Health requires all students enrolled in public schools to be fully immunized against specific communicable diseases. Parents must provide signed and dated immunization documentation from a healthcare provider at the time of enrollment. Required immunizations include DTaP, Polio, MMR, Hepatitis B, and Varicella. Age-appropriate doses of Tdap and MCV are also required. Provisional enrollment may be allowed if the student has begun but not completed the full immunization schedule, but all doses must be completed within the specified timeframe. Religious, moral/ethical, or medical exemptions must be documented in writing. If an outbreak occurs, exempt students may be excluded from school until medically cleared. Immunization compliance is reviewed and reported annually to state and local health departments. Immunization records are transferred with the student if they move schools.

#### **V. Compliance and Monitoring**

The school's CEO, principal, and school nurse are jointly responsible for monitoring compliance with all health mandates, including timely screenings and immunization tracking. The school will submit annual immunization and health screening reports to the Pennsylvania Department of Health by December 31. The school will also cooperate with public health authorities during communicable disease outbreaks, ensuring timely reporting and adherence to exclusion or isolation protocols. All compliance processes are reviewed periodically to ensure accuracy and alignment with changing state regulations.

#### **VI. Health Services Personnel**

Laboratory Charter School employs certified school nurses licensed by the Pennsylvania Department of Education to oversee student health needs. School nurses manage medical records, administer medication, perform screenings, coordinate with families, and respond to health emergencies. School physicians and dentists perform mandated exams, consult on chronic conditions, and ensure follow-up care is coordinated. The school may also engage other licensed professionals such as medical assistants, dental hygienists, and behavioral health providers to support student wellness.

#### **VII. Special Health Considerations**

Students identified as requiring additional health support due to irregularities in growth, behavior, or development may receive further evaluation through special examinations. These may result in referrals to medical specialists or accommodations under Section 504 or IDEA. Tuberculosis screening is required for all incoming students and employees unless a modification from the Department of Health is in place. Religious exemptions are granted

upon written request unless the student poses a significant risk to public health, as determined by the school physician or public health authorities.

### **VIII. First Aid and Emergency Care**

The school nurse is responsible for administering first aid to students injured during the school day. Parents/guardians are contacted promptly if a student becomes ill or is injured. No sick or injured student may leave school unless signed out by an authorized adult. In emergencies, CPR-certified staff will respond and call EMS if needed. Parents must provide updated emergency contacts at the start of each school year or whenever changes occur. First aid is not provided for home injuries. Students feeling ill must report to the nurse, who will assess the need for dismissal.

### **IX. Prescription and Non-Prescription Medications**

To administer medications during school hours, parents must complete the 'Request for Administration of Medication' (MED-1) form signed by both a licensed prescriber and parent/guardian. Medications must be delivered in the original pharmacy-labeled packaging by an adult. Over-the-counter medications also require a provider's note and parent signature. All medications are securely stored in the nurse's office. Certain students may be approved for self-administration (e.g., inhalers or EpiPens) following a nursing assessment. The school will accommodate medical needs on field trips with advanced planning. Medication authorizations must be renewed annually.

### **X. Coordination with Community Health Programs**

To expand access to care, Laboratory Charter School collaborates with Philadelphia city health centers. Families may schedule immunizations, screenings, or other health services at centers located across the city. Appointments can be made by calling 215-685-2933. Health centers include: Health Center 2 (1700 S. Broad St), Health Center 3 (555 S. 43rd St), Health Center 4 (4400 Haverford Ave), Health Center 5 (1900 N. 20th St), Health Center 6 (301 Girard Ave), Health Center 9 (131 E. Cheltenham Ave), Health Center 10 (2230 Cottman Ave), and Health Center 12 (2840 W. Dauphin St).

### **XI. Training and Education**

All staff receive training in emergency care procedures, including CPR and first aid, as well as identification of symptoms related to chronic health issues. The school provides parents and students with health education materials on topics including hygiene, nutrition, asthma management, and communicable disease prevention. Additional training is provided for staff working directly with students who have medical needs.

### **XII. Review and Updates**

The Health Services Policy will be reviewed annually by the CEO and Health Services team to ensure full compliance with Pennsylvania Public School Code and any changes in public health mandates. Updates will be communicated promptly to families and staff through the school website, newsletters, and official notices.

### **XIII. Conclusion**

This policy affirms Laboratory Charter School's commitment to the physical and emotional health of all students. Through regular screenings, immunizations, care coordination, and education, the school ensures students are well-supported and prepared to engage fully in their academic journey. Questions or concerns may be directed to the school nurse or administration at any time.

### **XIV. Parent/Guardian Responsibilities**

To ensure that students receive uninterrupted access to essential health services, families are expected to:

- Submit updated immunization records at the time of enrollment and as new doses are administered
- Complete and submit the MED-1 form annually for any medications administered during the school day
- Ensure accurate emergency contact information is on file and notify the school of any updates
- Inform the school nurse of any known allergies, chronic health conditions, or significant medical needs
- Arrange for private health examinations if opting out of school-provided services, and submit required forms within the accepted time frame

## **Appendix A: Health Services Information**

### **Nurse/Health Suite**

Students must have updated emergency contact information on file. Sick students may be signed out at the main office.

### **Immunizations**

All students must be immunized per Pennsylvania law before school enrollment. Check with the school nurse for concerns.

#### **Two Exemptions:**

- 1. Religious Exemption – Written objection from parent/guardian.
- 2. Medical Exemption – Written statement from physician indicating immunization is detrimental to health.

In case of outbreak, exempt students may be excluded until medically cleared.

#### **Disposition of Immunization Records**

Records must follow students upon transfer, graduation, or withdrawal.

#### **Immunization Chart (Grades K-8)**

Disease	Required Doses
DTaP	4 Doses
Polio (IPV)	4 Doses
MMR	2 Doses
Hepatitis B	3 Doses
Varicella	2 Doses

#### **Health Services Provided (Grades K-8):**

- Medical examinations

- Dental examinations
- Vision screening test
- Hearing screening test
- Height and weight measurements
- Medical/dental records
- Threshold screening test
- Special examinations
- Scoliosis screening

**Philadelphia Health Centers (Call 215-685-2933):**

- Health Center 2: 1700 S. Broad St
- Health Center 3: 555 S. 43rd St
- Health Center 4: 4400 Haverford Ave
- Health Center 5: 1900 N. 20th St
- Health Center 6: 301 Girard Ave
- Health Center 9: 131 E. Cheltenham Ave
- Health Center 10: 2230 Cottman Ave
- Health Center 12: 2840 W. Dauphin St

## Appendix B: Legal References and State Code Citations

This appendix outlines the key legal authorities and regulatory sources that govern the Student Health Services Policy at Laboratory Charter School. These references ensure compliance with Pennsylvania statutes, health mandates, and best practices in student care.

### I. Pennsylvania Public School Code (24 P.S.)

- Section 1303a: Requires all students to be immunized against certain communicable diseases before school enrollment unless exempted for religious or medical reasons.
- Sections 1401–1419: Governs the provision of school health services, including required medical and dental exams, screenings (e.g., vision, hearing, scoliosis), the role of school nurses and physicians, and the maintenance of health records.

### II. 22 Pa. Code (State Board of Education Regulations)

- Section 4.4: Emphasizes student wellness and safety as part of the curriculum.
- Section 4.29: Requires that instruction in health, safety, and physical education be provided to all students.
- Section 11.20: Specifies that students must be appropriately immunized to attend school, with outlined conditions for provisional enrollment.

### III. 28 Pa. Code (Department of Health Regulations)

- Sections 23.1–23.9: Define the requirements for medical and dental examinations, including timelines and reporting.
- Sections 23.81–23.87: Detail immunization rules and protocols for recordkeeping, provisional admissions, and exclusion procedures.
- Sections 27.1–27.2, 27.23, 27.71–27.72: Address mandatory reporting of communicable diseases, as well as exclusion and return-to-school procedures for infected individuals.

### IV. Federal Statutes and Protections

- Section 504 of the Rehabilitation Act of 1973: Requires accommodations for students with medical conditions that substantially limit one or more life activities.
- IDEA (Individuals with Disabilities Education Act): Provides services to eligible students who require special education due to health-related disabilities.
- 42 Pa. C.S.A. § 8337.1: Grants civil immunity to school officers and employees providing emergency medical care in good faith.

## **V. Local Public Health Standards**

- Philadelphia Department of Public Health “Yellow Book”: Offers city-specific guidance for managing communicable diseases within school environments, including exclusion protocols and immunization documentation expectations.

### **I. Pennsylvania Public School Code (24 P.S.)**

- Section 1303a: Immunization requirements
- Sections 1401–1419: Medical/dental screenings, records

### **II. 22 Pa. Code (State Board Regulations)**

- §4.4, §4.29, §11.20: Student wellness, immunization, attendance

### **III. 28 Pa. Code (Dept. of Health Regulations)**

- §§23.1–23.9: Medical/Dental exams
- §§23.81–23.87: Immunization
- §§27.1–27.2, 27.23, 27.71–27.72: Disease reporting and exclusion

### **IV. Federal Statutes**

- Section 504 of the Rehabilitation Act, IDEA
- 42 Pa. C.S.A. §8337.1: Civil immunity during emergency care

### **V. Local Health Guidance**

- Philadelphia 'Yellow Book' standards for school communicable diseases

## Appendix C: Tuberculosis Screening Modifications – PA Department of Health

The Pennsylvania Department of Health has issued the following TB testing modifications for charter schools, including Laboratory Charter School:

### October 3, 2019 – Physical/Dental Exam Flexibility

The Department granted permission for Laboratory Charter School to accept medical and dental examination forms that were completed within one year prior to the school year. This flexibility is an approved modification to Section 1402(e) of the Pennsylvania Public School Code, which otherwise requires examinations to be performed within four months of the school year.

### September 25, 2020 – TB Testing No Longer Required for Students

Laboratory Charter School received approval to discontinue mandatory tuberculosis testing for students. This modification applies only to school-aged children and does not affect the requirement for TB testing of staff or volunteers. All other Article 14 requirements under the School Code remain in effect.

#### Conditions:

1. The waiver for TB testing applies only to students; school personnel must still undergo screening.
2. The modification remains valid until rescinded by the Department or revised by statutory amendment.
3. The school must comply with all other health regulations under Article 14.

### October 3, 2019 – Physical/Dental Report Acceptance (1-year validity)

### September 25, 2020 – TB testing no longer required for students

Employee/volunteer testing still required.

## Appendix D: Medication Administration Authorization (MED-1 Form)

This appendix outlines the procedures for authorizing school-based medication administration. All medication (prescription and non-prescription) administered during the school day requires prior written authorization using the official MED-1 form.

### MED-1 Form Completion Requirements:

1. Must be signed by a licensed healthcare provider.
2. Must be signed by the student's parent or legal guardian.
3. Must include the following information:
  - Student's full name and date of birth
  - Name of medication and dosage instructions
  - Time and route of administration
  - Duration of treatment
  - Any known side effects or contraindications
  - Signature and contact information of prescribing provider

### Medication Delivery and Storage:

- All medications must be brought to school by an adult and submitted in original pharmacy-labeled packaging.
- Medications are stored securely in the nurse's office.
- Expired or improperly labeled medications cannot be administered.

### Self-Administration:

Students with conditions such as asthma or severe allergies may be approved to carry and self-administer emergency medications (e.g., inhalers, EpiPens) pending evaluation by the school nurse and submission of the appropriate documentation.

### Where to Obtain the MED-1 Form:

The form is available for download on the school's website or can be picked up at the main office or nurse's suite.

Parents must complete this form with physician's and guardian's signatures.

It authorizes administration of both prescription and non-prescription medications during school hours.

[Attach form or provide download link from school's website.]

## Appendix E: Emergency Health Procedures – Staff Quick Reference

All staff are expected to follow these emergency protocols to protect student safety and health during medical incidents occurring at school.

### 1. Initial Response

- Remain calm and assess the scene for safety.
- Contact the school nurse immediately.
- If life-threatening, call 911 without delay.

### 2. Medical Intervention

- Administer CPR or an EpiPen if the staff member is trained and the student requires it.
- Do not move the student unless necessary for safety.

### 3. Communication

- Notify school administration as soon as possible.
- Contact the student's parent or guardian using emergency contact information.
- Relay key information to EMS responders upon arrival.

### 4. Documentation

- Complete an Incident Report Form before the end of the school day.
- Provide details including time, location, witnesses, nature of incident, actions taken, and follow-up required.

### 5. Follow-Up

- Debrief with administration and the school nurse.
- Monitor for signs of trauma or distress in affected students and staff.
- Provide additional counseling support if needed.

These procedures must be reviewed annually during staff health and safety training sessions.

1. Contact school nurse or call 911 for life-threatening conditions.
2. Administer CPR or EpiPen if certified and required.
3. Secure area and notify administration.
4. Complete incident report and parent communication by end of day.