

# West University Elementary School

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Houston Independent School District  
*Texas Education Agency Exemplary School*  
*Texas Business & Education Coalition Honor Roll School*  
*Texas Monthly Best Public School in Texas*



Dear Parents,

The following health guidelines will help to insure that all students at our school will be as healthy as possible.

1. **IMMUNIZATIONS:** your doctor must complete and sign the immunization forms required for school admittance. This is due by the first day of school. Under the requirements of Texas state law, your child will not be permitted to attend school without this proof of immunization.

2. **CLINIC:** The school clinic provides basic first aid for injuries and illnesses during the school day. It is not, however, a substitute for your own physician or health care provider. The nurse also provides vision and hearing screening and teaches health classes in the regular classroom.

3. **ILLNESS OR INJURY:** Please keep your child home if he/she has a fever, vomiting, diarrhea, unexplained rash, or red eyes the night before or the morning of school. Most fevers drop in the morning, but will rise again during the day. For this reason, we ask you to keep your child home until he/she has been free of fever for twenty-four hours.

If your child has a contagious disease, usually he/she must stay home for at least twenty-four hours on appropriate medication treatment. Please call the school to notify us of your child's illness. Notes need to be sent home to the rest of the class that a case of contagious illness was identified. This is especially important in the case of head lice. If your child does have head lice, he/she must be examined by the school nurse before returning to class.

4. **INJURY OR SEVERE ILLNESS OUTSIDE OF SCHOOL:** If your child has an injury or illness of which we need to be aware (i.e.: fracture, stitches, head injury, surgery, etc.) please send a written note or call the school nurse. Please also send a note to the classroom teacher and PE teachers if your child should have physical activity restricted.

5. **MEDICATIONS:** We cannot dispense any medications during the school day, including Tylenol or any other over-the-counter medications, unless we have a medication form authorizing the school to administer the medication signed by the doctor and parent. Medications such as antibiotics that are taken three times a day usually do not need to be administered during the school day. **Students may not self-administer any medication at school including any other over-the counter medication.**

6. **ENROLLMENT CARD (EMERGENCY PHONE NUMBERS):** List all of your phone numbers including pager and cell phone in order for us to be able to contact you in the event of an emergency. Please provide at least two other people whom we may contact if you are unavailable. Please notify us at once if any numbers change during the school year. Please also list any restrictions on who may or may not pick up your child from school.

7. **HEALTH INFORMATION FORM:** Please complete the Health Information form included in this packet and return it to your child's homeroom teacher.

Thank you for your cooperation and compliance with these guidelines. We look forward to a healthy and happy school year for your child.

Cordially,

Paula Bottecelli, RN  
School Nurse

*"We Strive For Excellence"*

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