

## 2025-2026 BETH EL EARLY LEARNING CENTER MEDICAL POLICY PACKET: Illness, Medication & Allergy

### ILLNESS POLICY

- **If your child is ill at home:**
  - If your child is ill, we ask that you please keep them home until they are fever and symptom free for at least 24 hours. This includes, but is not limited to coughing, sneezing, sore throat, runny nose, abdominal pain, diarrhea, vomiting, and/or lethargy.
  - **If your child is diagnosed by a doctor with a contagious disease, you must notify the school office immediately.** Contagious diseases include, but are not limited to strep throat, conjunctivitis (pink eye), hand, foot and mouth disease, influenza (flu), COVID-19, RSV, pinworms, croup, or lice.
  - It is the responsibility of the school to alert parents in the case of a contagious disease diagnosis in the classroom. A health notice will be distributed via email to all classroom parents, regarding detailed information on the disease (incubation period, treatment, re-admittance to school, etc.).
  - If your child should contract a contagious disease or rash, we must have a note from your child's doctor stating that they are in good health before being readmitted. **No child will be allowed to return to school with an unspecified rash or symptoms of illness without a doctor's note.**
  - A good rule of thumb to apply when making the decision as to whether or not to send your child to school is: "When in doubt, please keep them out."
- **If your child should become ill at school:**
  - If your child is in school and begins to develop a low-grade fever or symptoms of illness including, but not limited to coughing, sneezing, sore throat, runny nose, abdominal pain, diarrhea, vomiting, and/or lethargy, you will be notified by your child's teacher.
  - Based on the symptoms, the teacher will let you know if you must pick your child up from school. Some of these symptoms include, but are not limited to:
    - They are running a fever of 100.4 or higher
    - They have had 3 cases of diarrhea in one day
    - They have vomited
    - They have an unspecified rash
    - They appear to be having an allergic reaction
    - Office administration feels it is not in the child's or the class's best interest for the student to remain at school with their current symptoms.
  - A child who becomes ill at school will be made comfortable in the school office or classroom until his or her parent can be notified and the child is picked up.
  - Parents or a person on the child's authorized pick-up list are expected to arrive **within 30 minutes** after being called. The school is not equipped to accommodate the needs of a sick child.
  - The child must be fever and symptom free for at least 24 hours before they can return to school and may require a doctor's note depending on their symptoms.

- **Please keep the following items in mind when deciding whether to send your child into school:**
  - Often behavior that is different (i.e., fatigue, paleness, loss of appetite, irritability or restlessness) is a precursor to illness. If your child is experiencing these symptoms, they should be kept home.
  - Illness can affect a happy, energetic child in a negative manner, predisposing him/her to accidents in the classroom and on the playground.
  - At these ages, children are still mastering skills like sneezing into a tissue or covering their mouth when they cough. In the school setting, germs are easily spread by touching one's nose and mouth, placing toys in one's mouth and by touching others near you.
  - It is not only in the best interest of your child, it is in the best interest of the other children in the classroom, to keep your child home when they are not feeling at their best.
  - If your child wakes up in the morning exhibiting symptoms of illness and requires fever-reducing medication to feel well enough for school, we kindly ask that you keep them at home. Bringing your child to school under these circumstances may not only result in them feeling unwell during the day but also potentially expose other students and staff to illness. We need your cooperation in keeping our school community healthy.

#### **MEDICATION ADMINISTRATION POLICY**

- For any medication administered at school, including both prescription and non-prescription (over-the-counter) medications, with the exception of diaper cream, sunscreen, and insect repellent, a **doctor's prescription** and a signed **Medication Permission Form** are required. The form is available on the Parent Portal section of the ELC website.
- DO NOT bring in non-prescription/over-the-counter medicines without a doctor's prescription (this includes cough syrups and aspirin/Tylenol/Motrin). **We will not administer any medication without a doctor's prescription.**
- All prescription & non-prescription/over-the-counter medications must be in their original containers with the appropriate label (student's name, medication name, dosage, and prescribing physician's information).
- Physical barriers such as diaper creams, sunscreen and insect repellent do not require a doctor's prescription.
- We cannot administer nebulizer treatments.
- Under no circumstances are medications to be mixed by a parent or staff member in a child's bottle, sippy cup or food.
- **Medication Drop Off and Pick-Up Procedures**
  - Parents may drop off their child's medications in the **Administration Office ONLY**. An administrator will verify that your form is signed and that the medication is properly labeled and in its original packaging.
  - Do not give any prescription or non-prescription medications and/or medication forms directly to your child's teacher.
  - Do not send your child to school with medication inside their belongings (backpack, lunch box, etc.)
  - The school office will be open for medication pick-up from 9:00 AM to 4:00 PM.
  - A parent/guardian must pick up their child's medication from the Administrative Office

within the last 3 days of the school year or if the medication is discontinued or changed during the school year.

- Any medications not picked up by the end of last day of school will be discarded.
- All medical forms must be renewed at the beginning of each school year. This includes updated prescriptions and parental consents.

### **STUDENT ALLERGY POLICY**

- Parents are responsible for communicating known allergies and/or suspected allergies to the staff at the Beth El Early Learning Center on the necessary registration forms.
- If your child requires over-the-counter or prescription medications or creams to treat their allergy symptoms, you will need to fill out the **Medication Permission Form** that is available on the Parent Portal section of the ELC website.
- **EpiPen Policy:**
  - Any child with a prescription for an EpiPen, **will need to provide the school with 2 EpiPens**. One to be stored in the classroom and one to be stored in the school office.
  - Children with EpiPen prescriptions must have them on site at all times they are present at school.
  - All EpiPens must be clearly labeled with your **child's name** and the **expiration date**.
  - Parents of children with EpiPens will need to **fill out both the Medication Permission Form and the Allergy Anaphylaxis Emergency Care Plan**. Both forms are available on the Parent Portal section of the ELC website.
  - A child that has an allergy requiring an EpiPen prescription will be sat away from children eating the known allergen with spacing as far as possible.
  - A classroom teacher will be assigned to supervise a child with severe allergies during mealtimes.
  - **Parents must provide all food served to any child with an EpiPen prescription on file for a food allergy.**