

Health Support Services in Public Schools

For parents and guardians



Why are Health Support Services provided in schools?

- To prevent students from being excluded from public schools because of health conditions requiring care that can be provided in school.
- To put in place the best practices for protecting students who have a serious condition (e.g., severe allergies) and for protecting all students in emergency situations.

What is meant by Health Support Services?

Health support services are those services that:

- would normally be provided by the student's parent or guardian to relieve discomfort;
- are absolutely necessary during school hours; and cannot be provided at another time of the day.

The parent of any student whose condition requires health support services must contact the school principal and fill out the Health Support and Care Form.

School staff cannot offer medical services like those provided at a medical clinic. The parent and the physician always bear the primary responsibility for administering medical care to a student.

What is the procedure for parents to follow?

FIRST OF ALL, SUBMIT A WRITTEN REQUEST.

By requesting the service in writing, the parent acknowledges that the school's responsibility for health care is limited.



The school will provide the service requested for the student, if certain rules are followed:

- Make sure the service requested is absolutely necessary during school hours.
- Request, in writing, that the school provide these services.
- For over-the-counter medications, provide detailed written instructions that indicate clearly the type of medication, dosage, frequency, and method of administration.



- For prescription medications, attach the pharmacist's instruction sheet indicating the physician's prescription, possible side effects, and any storage requirements.
- For EpiPen® prescriptions, provide the school with a copy of the physician's prescription at the beginning of each school year.
- If the student has severe allergies, work with the school to try to make the school environment as secure and caring as possible for the student.

The parent must notify the school, not the teacher, of any changes to be made in the student's health services or medication.



Other Measures

The parent shall:

- provide school personnel with the telephone numbers at which he/she can be reached at all times;
- when notified that the school considers the student incapable of attending class, arrange for the student to go home immediately.

School personnel will seek qualified medical help in emergency situations, at the parent's expense.

For additional information...

The health support services are described in greater detail in the *Policy for Providing Health Support Services in Public Schools*, available on the Internet at:



<http://www.gnb.ca/education/docs/e/704e.htm>

Department of Education
P.O. Box 6000
Fredericton, N.B. E3B 5H1

Information on the roles of teachers and school personnel follows.

N.B.: "Parent" refers to a student's parent or guardian.

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- would normally be provided by the student's parent or guardian to relieve discomfort;
- are absolutely necessary during school hours; and cannot be provided at another time of the day.

School staff members have a duty under common law to offer health support services to all students for whom they are responsible, just as any responsible parent would do.

What is the procedure for teachers to follow?

All health support services are based on a written request from the parent. The written note indicates that the parent acknowledges that the school's responsibility for health care is limited.

After receiving a written request from a parent, the teacher shall:

- attach the parent's written request to the Minor Care Form and keep the form up to date for as long as the service is being provided;
- see that the form is placed in the student's file when the service is completed;



- take necessary measures to ensure that the student receives the care requested;
- make sure that younger children (kindergarten to Grade 8) take their medications as specified in the parent's written request;
- see that medications are stored properly, if the storage requirements are specified.



Other Measures

- If the principal considers that a student's condition makes him/her incapable of attending classes, the school shall notify the parent.
- If a school staff member becomes aware of abuse of medications by a student, he/she shall report the situation to the principal.
- The parent shall notify the school, not the teacher, of any changes to be made in the student's health services or medication.



It is understood that school personnel will seek qualified medical help in emergency situations.

For additional information...

The health support services and the procedures applicable to severe allergies and other illnesses (asthma, epilepsy, etc.) are described in greater detail in the *Policy for Providing Health Support Services in Public Schools*, available on the Internet at:

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