

Dear Parents/Legal Guardians,

This letter is intended to inform parents/legal guardians about general health information at Manhattan Public Schools for the 2022-2023 school year. If you have any questions or would like to discuss an individual health concern please contact me through email or phone (listed below).

Care Plans

Care Plans for students with documented health conditions will be distributed to school staff who frequently interact with those students. Plans are completed and shared so teachers, subs, staff, secretaries and principals are prepared to respond in the event of an emergency. Individual staff training and delegation procedures for more specific health condition management will be conducted by the school nurse.

Emergency Contact Information

Please verify that the phone number provided to the school is the most accurate way to reach a parent/legal guardian and that emergency contacts are listed and current.

Hearing Screening

Hearing screening is coordinated and conducted by the speech therapist. As per state guidelines, all kindergarten, 1st and 9th graders are screened as well as students who are new to the district and any student upon parent/guardian referral. Students who do not pass the initial screening will be rescreened by Shey Mayland, Audiologist with the Area 14 Hearing Conservation Program. If a student does not pass the second screening, the parents are contacted and the student is referred for a complete hearing evaluation provided by Shey to be conducted at no charge to the family.

Illness/Sick Policy

Please refer to the Next Steps and Illness Guide found at <https://www.rollontigers.org/domain/85> to determine return eligibility after an illness. This form will be filled out and given to students who are not feeling well and picked up from school.

Immunizations

Per Montana Law, all students must provide immunization records from a healthcare provider or previous school prior to attending Manhattan Public Schools. Medical and conditional attendance forms must be signed by a healthcare provider and parent, and on file with the school. Religious exemptions must be signed by a parent/legal guardian, notarized before filing with the school nurse, and only completed once for the district, not annually.

Medications

Parents may administer medications to their own child during the school day at the school or prior to arrival.

Manhattan Public Schools has a physician signed standing order for the administration of recommended doses of Acetaminophen, Ibuprofen, and Benadryl. If a student needs one of these non-prescription medications they should be provided to the school nurse in an original container and stored in the nurse's office until they are needed. **A Permission for Medication form must be signed by the parent/legal guardian and received by the school nurse prior to a request for medication**, so please plan ahead.

All other medications, including prescribed medications, vitamins or herbs, must be provided to the school nurse in an original container and stored in the nurse's office until they are needed. **A signed Permission for Prescription Medication form must be signed by a physician and the parent/legal guardian and received by the school nurse prior to the request for medication.**

Medications must be received by the school nurse or secretary in original prescription or manufacturer containers. A count will be completed and documented by the parent/legal guardian and either the secretary or school nurse. Unclaimed medications will be disposed of at the end of the school year.

Students are allowed to carry only life-saving emergency medications, which includes asthma inhalers and epinephrine, and **must have a Montana Authorization to Carry and Self Administer Medications form on file with the school nurse.**

Vision Screening

Students have their vision screened in Kindergarten, 1st, and 2nd grade. Parents/guardians will be notified by mail if abnormal results are found.

School Nurse Hours

The School Nurse will be on-site on Monday and Tuesday of each week for the 2022-2023 school year. Please send an email to the school nurse with questions or concerns outside of that timeframe, and she will get back to you as soon as possible. If immediate questions or concerns arise on Wednesday, Thursday, or Friday contact the building principal or secretary (contact information listed below).

Thank you, and have a great year!

Maggie Secrest, District School Nurse, msecrest@mhstigers.org
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Cindy Howells, Elementary School Secretary, chowells@mhstigers.org
406-284-3250

Eric Fisher, Middle School Principal, efisher@mhstigers.org
Hayley Moon, Middle School Secretary, hmoon@mhstigers.org
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