

## **4000 Medical Regulations Policies**

<b>School Health Services</b>	<b>4002</b>	<b>Revised 6/2008</b>
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The objectives of the Health Service is to give leadership and guidance to the development and maintenance of an adequate health program.

The school nurses carry out a wide variety of activities not only in their responsibilities as nurses, but also in their professional relations with the teachers and administrators in the educational field. They contribute directly to the public understanding of educational as well as health needs. They work closely with the medical profession. They have a duty to cooperate with the programs of local, state, and federal agencies in the fields of health, education, and welfare.

The school nurse shall act as a specialist in all matters pertaining to the physical health of the pupils and school staff of the buildings to which she/he has been assigned. Her/his responsibility shall be advisory rather than diagnostic. All treatment given by her/him shall be in the form of first aid or temporary relief. The responsibility for further treatment will rest with the child's parent/guardian or with the individual staff member requiring attention.

The following screening tests may be administered by the nurses as recommended by the Department of Education:

1. Vision Screening
2. Hearing Screening
3. Height and Weight
4. Inspection of Heads for Pediculosis
5. Scoliosis Screening
6. Blood Pressure Screening
7. Dental Screening

The nurses will keep health records on all students. These records are available for review by the school administration.

The nurses will inform the classroom teacher, guidance personnel, principal, and parent/guardian of specific individual physical needs of any student.

Parents/guardians are urged to contact the school nurse to confer about health problems concerning their children.

Adopted 06/1995  
Revised 06/2001, 06/2008

All students entering Milford Public Schools for the first time must show proof of completion of a medical examination within the past year. If this examination has not been performed within the past year, the school will accept documentation of an appointment for a physical examination with a licensed Physician, Advanced Registered Nurse Practitioner or Physician's Assistant. An appointment scheduled before entering and occurring within a time frame determined by the school district, will allow conditional enrollment.

A child may be excused from this regulation for religious reasons. A signed form from the parent or guardian stating that the medical examination is contrary to his/her religious tenets and teachings must be submitted to the Principal/designee. These forms are available in each guidance department and nurse's office.

Evidence of completion of these requirements must be submitted to the school principal prior to school entrance.

Ref: 311.03

Adopted: 02/1975

Revised: 01/1982, 06/1982, 06/1983, 12/1988, 02/2001, 06/2008

**4006**

**SPORTS--PHYSICAL EXAMINATIONS**

**4006**

All students shall be examined by a health care provider prior to participation in interscholastic sports while enrolled in the Milford High School and Middle School. In case of significant illness or injury, school authorities may require more frequent examinations. Parental permission must be given prior to participation in each interscholastic sport.

An athlete must have successfully passed one physical examination during his/her three years at the Milford Middle School and one during his/her four years at Milford High School. Documentation of said examinations must be on file with the nurse and/or athletic director before students are eligible to try out, practice, or participate on any team.

Revised: 6/1995, 6/2004, 10/2015.

Medication to be administered during school hours shall be regulated for the health and welfare of students. For clarification purposes, medication is defined within two categories, prescription and non-prescription. Prescription medications are those which are prescribed by a physician. Non-prescription medications are those available for public purchase without restrictions.

#### Prescription Medications

1. Prescription medications should not be taken during school hours unless it is impractical to achieve medical regimen at home. Medications prescribed three times per day, for instance, can be given every eight hours and thus, should not have to be given at school.
2. Prescription medications must be brought to and from school by parents or guardians (or students if 18 years or older) with a written order from a health care provider, contained in a properly labeled pharmacy bottle, and accompanied by a parent permission form (unless the student is 18 years or older). Regardless of the age of the student, all prescription medications will be brought to the school nurse for safe storage, except for those prescriptions listed in number 4 below.
3. Prescription medications, parent permission, and new health care provider orders must be supplied to the school nurse at the start of each school year. All forms must be received prior to administration of medicine during the current school year. This includes all daily, short term, and emergency medications. The result of non-compliance to supply the Health Office with the above requirements will be at the discretion of the Principal after consultation with the School Nurse. School nurses are to notify parents of students who require medication of the need to secure new orders prior to June 1<sup>st</sup> of the preceding school year. Principals shall also provide notification through student/parent handbooks.
4. Prescription medications for asthma and severe allergic reactions (eg. inhalers and Epi-Pens) may be kept in the student's possession provided the health care provider's prescription for the medications and the directive for self-administration, as well as the parent/guardian permission form, are on file in the health office.
5. Unused prescription medications shall be brought home at the end of the school year by the parent or guardian or by students 18 years and older. Unclaimed prescription medications will be discarded at the conclusion of the school year.

#### Non-Prescription Medications

1. Non-prescription medications are discouraged for student use during school time. Such medications will not be made available to students from the nurse, Principal, or designee, unless permission is authorized in writing from a parent or guardian.

#### All Medications

1. The School Nurse shall be responsible for administering and observing the taking of medications. The Principal or designee, in the absence of the School Nurse, is permitted to assist and observe the taking of medications.

2. The School Nurse shall ensure that all medications that are provided to the school nurse are safely stored.
3. The School Nurse shall ensure that all medication distribution shall be recorded daily in a manner that is consistent with statewide regulations and in a manner that ensures a secure and detailed student medical history. Medications given for chronic conditions will be recorded annually on student's health records, if information is provided by the student or parent/guardian.

Adopted: 2/1975

Revised: 10/1987, 1/1993, 7/1998, 6/2004, 11/2006, 06/2008, 12/2012

All students must be immunized prior to school entrance in accordance with the requirements of the New Hampshire Department of Health and Human Services. Evidence from a health care provider of completion of these requirements must be submitted to the school Principal/designee prior to the student entering school. No child may be enrolled in school without first presenting an immunization record, partial or complete, or a medical or religious exemption.

Students may be exempt from the above regulation if they present evidence from their physician to the Principal/designee that the immunization will be detrimental to their health. The physician must state the duration of the exemption.

Students may be excused from immunization for religious reasons, upon receipt by the Principal/designee, on a notarized form, signed by the parent, or legal guardian, which states the student has not been immunized because of religious beliefs.

Student Immunization schedules shall be in accordance with the requirements of the New Hampshire Department of Health and Human Services.

In the event of an outbreak, students who have been exempted from immunization requirements will be excluded from school for a period of time, to be established after consultation with the NH Dept. of Health & Human Services, if such students are considered to be at risk for the disease that they have not been immunized against.

Adopted: 02/1975

Revised: 12/1988, 04/1991, 08/1992, 09/1997, 05/1998, 04/1999, 05/2002, 04/2003, 06/2004,  
06/2008

Whenever a student exhibits symptoms of contagion and is a hazard to himself or others he/she shall be excluded from the classroom and his/her parents or guardians shall be notified as soon as possible.

Suspected symptoms of contagion shall be verified by a health care provider.

The student who has had symptoms for contagion must be checked by the nurse before re-admission to school. Parents may be required to supply a health care provider's note before re-admission.

Chicken Pox	Keep child home until one week after rash appears.
German Measles	Exclude from school four days after onset of rash. Immunization of susceptible students and adults (particularly women of child bearing age, who are not pregnant and will remain so for 2-3 months). In event of exposure, identify susceptible pregnant woman in first trimester and refer to a health care provider.
Whooping Cough	Exclude from school for five days after onset of therapy. Exclusion of non-immune children from school and public gatherings for fourteen days after last exposure. If cases are known in the community, children shall be observed throughout each school day to detect first sign of infection and immediately excluded.
Impetigo	Exclude from school until forty-eight hours from the time effective treatment with penicillin or other antibiotics has begun. Exclude from school until lesions are dry.
Mumps	Exclude from school for nine days from the onset of swelling; less if the swelling has completely subsided.
Ringworm	Refer to health care provider for treatment. While under treatment, minimize contact by excluding from physical education classes, swimming, and activities likely to lead to exposure of others.
Scabies	Exclude infected children from school twenty-four hours after they and their families have been treated adequately.
Head Lice	Though not recommended as routine practice, a student may be excluded from school by the School Principal should that student continue to demonstrate the presence of nits and/or head lice. Instruction will be given to the parent/guardian of each identified student and will include recommendations for treatment consistent with the NH Department of Health and Human Services.



Fifth Disease	A child is contagious before the rash appears. No advanced warning can be given to women of child bearing age. Fifth Disease may cause abortion in early pregnancy or problems for the fetus in the later stages of pregnancy for a small percentage of the population. Fifty percent of all women are immune. Every pregnant woman should be aware of her state of immunity and seek advice from her health care provider regarding exposure.
Strep Throat	Exclude from school. Exclusion may be terminated twenty-four hours after adequate treatment has been started.
Scarlet Fever	Same as Strep Throat.
HIV/AIDS	See Policy 4030
Conjunctivitis	Students with conjunctivitis will be excluded from school during the acute stage (when eyes are draining). The student must be on medication at least twenty-four hours before re-admission is considered. This determination will be made by the School Nurse or health care provider's written statement that the student is no longer contagious.

Ref: RSA 200:39

Adopted: 02/1975

Revised: 06/1995, 09/2001, 06/2008, 5/2012

School authorities have the responsibility to provide emergency care to protect the life and comfort of a child when in the school or participating in school-sponsored activities until authorized treatment is secured. Following this, the child should be placed under the care of his/her parent/guardian, upon whom rests the responsibility for subsequent treatment. If the child is transported or care is transferred to emergency medical staff, subsequent treatment is the responsibility of the parents. When possible, the district shall ensure that CPR and/or First Aid trained adults are available for all school sponsored events and activities, such as field trips, school sports events, and other such gatherings that are planned for students.

In the event that the parent or other responsible person is not available, the school shall retain supervision over an ill or injured child until appropriate medical personnel have arrived.

The school cannot assume responsibility for accidents occurring at home or during non-school sponsored activities.

Injuries occurring during school or school-sponsored activities must be duly recorded. The school nurse shall notify the Principal/designee and parents/guardians at once of all significant injuries or illnesses requiring medical attention.

If any person in good faith renders emergency care at the place of the happening of any emergency, or while in transit in an ambulance or rescue vehicle, to a person who is in urgent need of care as a result of the emergency, and if the acts of care are made in good faith and without willful or wanton negligence, the person who renders the care is not liable in civil damages for his/her acts or omissions in rendering the care, as long as he/she receives no direct compensation for the care from or on behalf of the person cared for. Any person rendering emergency care shall have the duty to place the injured person under the care of the physician, nurse, or other person qualified to care for such person as soon as possible and to obey the instructions of the qualified person. RSA 508:12

Revised: 11/1995, 09/2008

## I. PERTAINING TO STUDENTS:

1. It is the School Board's belief that all students are to have available to them a free and appropriate education.
2. Students diagnosed with HIV/AIDS, who are too ill to attend school, should have an appropriate alternative education plan such as home instruction.
3. Laws of medical confidentiality mandate that the rights of the family supersede those of the School District. No notification of any HIV/AIDS infected person has to be made. However, notification to appropriate personnel is encouraged to promote a safe environment. Such personnel may be administrators, school nurses, or teacher(s). Notification should be by a process that would ensure maximum student confidentiality. Written permission by parent/guardian will determine who is informed.
4. As a general rule, all students diagnosed as having HIV/AIDS, who are receiving medical attention, are able to attend regular classes and should be considered eligible for all rights, privileges, and services, provided by law and local policy of the School District. Exceptions to the above would be:
  - a. The presence of a secondary infection which creates a medically recognized risk of transmission of disease.
  - b. Inappropriate behavior, such as biting, which increases the likelihood of transmission of bodily fluids.
5. Since a student, known by the District to be diagnosed as having HIV/AIDS, has a somewhat greater risk of encountering infection in the school setting the parents/guardians of that student will be notified, and encouraged to exclude such student from school if there is an outbreak of a threatening communicable disease such as chicken pox or measles until the outbreak is no longer a threat.
6. Siblings of students diagnosed as having HIV/AIDS are able to attend school without any further restrictions.
7. In-service education of appropriate school personnel should ensure that proper medical and current information about HIV/AIDS is available.

## II. PERTAINING TO STAFF:

1. The rights of School District staff having HIV/AIDS conform with the policies above. Staff members will be allowed to work as long as they meet expected performance standards and do not pose a health or safety threat.

Adopted: 08/1986

Revised: 05/1993, 11/1995, 09/2008

State law prohibits students and adults from using tobacco products (including chewing tobacco, e-cigarettes, liquid nicotine and vaping devices) on school property at all times. Any person who violates this provision shall be guilty of a violation and subject to a fine of not less than \$100.

It is a violation of State law for minors to possess tobacco and tobacco products (see above). Any student found possessing tobacco products, shall be referred to the appropriate legal enforcement agency, and in addition shall be subject to the following:

<b>1st offense</b>	One (1) day Suspension (Grades K thru 12)
<b>2nd offense</b>	Three (3) day Suspension
<b>3rd offense</b>	Five (5) day Suspension

The Milford School District smoking policy shall be, at least, as restrictive as current State Statute.

Ref: RSA 155:66  
RSA 126-K:6

Adopted: 3/1991  
Revised: 12/1998, 9/1999, 5/2000, 10/2015

Any minor, twelve years of age or older, may voluntarily submit himself/herself to treatment for drug dependency as defined in RSA-B:1, IX or any problem related to the use of drugs at any municipal health department, state institution or facility, public or private hospital or clinic, any licensed physician, or other accredited state or local social welfare agency, without the consent of a parent, guardian, or any other person charged with the care or custody of said minor. Such parent or legal guardian shall not be liable for the payment of any treatment rendered pursuant to this section.

Revised: 06/1995

The use, sale, transfer, distribution, possession, or being under the influence of unauthorized prescription drugs, alcohol, narcotics, unauthorized inhalants, controlled substances and illegal drugs is prohibited on any school district property, in any district-owned vehicle, or in any other district-approved vehicle used to transport students to and from school or district activities. This prohibition also applies to any district-sponsored or district-approved event. The use, sale, transfer or possession of drug-related paraphernalia is also prohibited.

For the purposes of this policy, a controlled substance shall include any controlled substance as defined in the Controlled Substances Act, 21 U.S.C. §812(c), or RSA 318-B, Controlled Drug Act.

Students may only be in possession of medication as detailed in Board Policy 4010. Searches of persons reasonably suspected to be in violation of this policy will be conducted in accordance with Board Policy 5095.

Any student who is found by the administration to be in violation of this policy shall be reported to the local law enforcement agency and subject to disciplinary action up to and including suspension, expulsion, or other discipline in accordance with the District's disciplinary policy. Strict compliance is mandatory. The school Principal/designee shall immediately report all incidents involving a controlled substance to the appropriate local law enforcement agency and the Superintendent. All controlled substances shall be turned over to local law enforcement.

Legal References:

21 U.S.C. § 812(C), Controlled Substances Act

RSA 318-C, Controlled Drug Act

RSA 571-C:2, Intoxicating Beverages at Interscholastic Athletic Contests

Adopted: 06/1975

Revised: 09/1983, 11/1985, 06/1995, 09/2008

The Milford School District provides a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988 and its implementing regulations. The School District certifies that it will:

1. Notify all employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in school buildings, vehicles, and property owned and maintained by the District, and in established Drug Free School Zones.
2. Implement any of the following disciplinary actions (either alone or in combination) regarding an employee who is in violation of the policy:
  - a. Suspension.
  - b. Termination of employment.
  - c. Satisfactory participation in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health or law enforcement, or other appropriate agency, or as mandated by court order.
3. Establish a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace, the District's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalty that may be imposed on employees for drug abuse violations occurring in the workplace.
4. Make it a requirement that each employee be given a copy of this Policy.
5. Notify the employee that, as a condition of employment, the employee will abide by the terms of the Policy and will notify the District of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
6. Notify the granting agency within ten (10) days after either receiving notice from an employee or otherwise receiving notice of such conviction.
7. Within thirty (30) days of receiving notice with respect to any employee who is so convicted, take appropriate personnel action against such an employee, up to and including termination, and/or require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or Local health law enforcement, or other appropriate agency.
8. Make a good faith effort to continue to maintain a drug free workplace through implementation of all the provisions of this Policy.

Ref: RSA 193-B

Adopted 10/1989  
Revised 02/1991, 09/2008

**4055**

**USE OF ALCOHOL ON SCHOOL GROUNDS**

**4055**

No person shall drink or have in their possession any intoxicating beverage while on school property, including school grounds.

Adopted: 11/1989



In accordance with RSA 193-B:2, it shall be unlawful for any person to manufacture, sell, prescribe, administer, dispense, or possess with intent to sell, dispense, or compound any controlled drug or its analog within a drug-free school zone at any time of the year.

In accordance with RSA 193-B:6 :

- I. It shall be a violation for any person to cover, remove, deface, alter or destroy any sign or other marking identifying a drug-free zone as provided by RSA 193-B:4, I.
- II. Lack of knowledge that the prohibited act as defined in RSA/193-B:2 occurred on or within 1,000 feet of school property shall not be a defense.
- III. A violation of RSA 193-B:2 shall not include an act which occurs entirely within a private residence wherein no person 17 years of age or under is present.

Reference RSA 193-B:3 - The Drug-Free Zones within the Milford School District are as indicated on a published map and include the Jacques Memorial Elementary School, Heron Pond Elementary School, Milford Middle School, Milford High School, SAGE School, and Keyes Field. The map shall be posted in a prominent place in the Milford Police Station and in all schools.

Adopted: 06/1994

Revised: 06/1995, 09/2001, 09/2008

Consistent with the federal Family and Medical Leave Act of 1993, the School District recognizes that eligible employees have access to unpaid family and medical leave for up to twelve (12) weeks during any twelve (12) month period. The intent of this policy is to summarize the Act as it applies to eligible employees of the School District. Employees should consult regulations that implement the Act for more specific definitions and criteria for use. It is not the intent of this Policy to provide additional or different provisions than those specified in the Act and its implementing regulations.

To be eligible for family or medical leave, an employee must have been employed for at least twelve (12) months, have worked at least 1,250 hours during the prior twelve months, and be employed at a work-site where at least 50 employees are employed by the District within a 75-mile radius of that work-site.

Family leave shall be provided when a son or daughter is born to the employee or when one is placed with the employee for adoption or foster care. Medical leave shall be provided for the serious health condition of the employee, or in order for the employee to take care of a spouse, child, or parent who has a serious health condition rendering him/her unable to perform the functions of his/her job.

An employee may elect, or the District may require, an employee to use accrued paid vacation, personal, or family leave for purposes of family leave. An employee may elect, or the District may require, an employee to use accrued vacation, personal, or medical/sick leave for purposes of medical leave.

The employee shall notify the District of his/her request for leave, if foreseeable, at least thirty (30) days prior to the date when the leave is to begin. If such leave is not foreseeable, then the employee shall give such notice as is practical. The District may require a certification from a health care provider if medical leave is requested. When an employee returns following a leave, he/she must be returned to the same or equivalent position of employment. The Superintendent, or his/her designee, may reassign a teacher consistent with the teacher's agreement, to a different grade level, building, or other assignment, consistent with the employee's certification.

The District shall post a notice prepared or approved by the Secretary of Labor stating the pertinent provisions of the Family and Medical Leave Act, including information concerning the enforcement of the Act.

The user of this policy is also directed to the applicable provisions of any Collective Bargaining Agreements in the district.

Adopted: 8/1994

Revised: 11/2018

**Legal Reference:**

*Title 29 B 2601 et. seq.*

The following procedure is to be followed for medication which needs to be taken by a student while on a field trip.

1. Such Medications shall be provided by the parents/guardians in a pharmacy-labeled container. Medication may be transferred by the parent/guardian and/or school nurse/designee from this container to a separate pharmacy labeled container for the purpose of school trips or school sponsored activities.
2. The quantity of medication shall be a one-day supply, whenever possible, or as small a quantity as necessary.
3. The School's Field Trip Medical Release Form must be completed by the parents/guardians in order for a student to receive medication while on a field trip.

Adopted: 07/2001

Revised: 09/2008

As defined by the Americans with Disabilities Act, individuals including students, employees, and visitors who require the presence of a service animal, shall be permitted to bring their service animals on school property in accordance with this policy. Service animals are defined as follows:

*In accordance with 28 CFR 35.104 (effective March 15, 2011) a "service animal" is defined as any dog that is individually trained to do or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purpose of this definition. The work or tasks performed by a service animal must be directly related to the handler's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or who have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or task for the purpose of this definition.*

This definition shall be construed to include a "hearing ear dog," "guide dog," or "service dog," as those terms are currently defined in NH RSA 167-D:3.

#### **Permissible Inquiries:**

The Superintendent/designee shall not ask about the nature or extent of an individual's disability in determining whether to allow a service animal on to school property. When it is not obvious as to the role of the service animal, however, the Superintendent/designee may ask whether the animal is required because of a disability and to what task the animal has been trained to perform. The Superintendent/designee may require proof of current vaccinations and immunizations of the service animal and current veterinary health certificate.

#### **Management and Responsibility:**

Service animals must be under the control of their handlers. A service animal shall have a harness, leash, or other tether, unless the handler is unable because of a disability to use a harness, leash, or other tether or the use of such would interfere with the animals safe and effective work performance. In these cases, the animal must be under the handler's control by voice, signal, or other effective means.

The District is not responsible for the care or supervision of a service animal. The handler/owner is solely responsible for the following:

1. Supervision of the animal, including feeding, exercising, cleaning up, and removal of stains.
2. Restraint of the animal at all times.
3. Damages to school property caused by the animal.
4. Injuries to others caused by the animal.
5. Annual submission, when applicable, of documentation of vaccinations and immunizations.

The Superintendent/designee may request a service animal be removed from school property or denied access to school property under the following conditions:

1. The animal is out of control and the handler does not take care of it effectively.
2. The animal is not housebroken.

3. The animal's presence requires a fundamental alteration of the program or significantly disrupts the educational process.
4. When the animal is used regularly, the handler fails to submit current documentation of vaccinations, immunizations, and health certificate.
5. To the extent applicable, the handler fails to comply with NH RSA 167-D.

If an animal is removed or prohibited from school property, the District shall continue to provide the individual with the disability the opportunity to participate in District services, programs or activities without having the animal on the premises.

**Animals for Children with Special Needs:**

Should a student with an educational disability or a Section 504 plan seek to bring an animal on school property that is not a service animal, that request shall be referred to the student's IEP team or Section 504 team to determine whether the animal is necessary to receive a free and appropriate education.

References: Nondiscrimination on the Basis of Disability, Title 28 CFR 35.104  
Section 504 of the Rehabilitation Act – 29 U.S.C. 794  
Americans With Disabilities Act – 42 U.S.C. 12101 et seq.  
NH RSA 167-D

Adopted: 8/2012

**4080**

**Special Physical Health Needs of Students**

**4080**

The School District will meet the special physical health needs of all students, consistent with state and federal law.

References: NH Department of Education Administrative Rule ED 306.04(a)(20).

Adopted: 8/2012

The School Board recognizes that concussions and head injuries may occur in students who participate in school-sponsored athletic activities. The Board acknowledges the risk of significant injury when a concussion or head injury is not properly evaluated and managed. The Board recognizes that the majority of concussions will occur in “collision” sports. However, in order to ensure the safety of all District student-athletes, this policy will apply to students involved in any intramural program conducted outside the regular school day or competitive student sports programs between schools in grades four through twelve as identified by the Principal for students in grades four and five, and by athletic directors at the middle and high school levels.

### **Duty to Educate and Inform**

Consistent with the National Federation of High Schools (NFHS) and the New Hampshire Interscholastic Athletic Association (NHIAA), the District will utilize recommended guidelines, procedures and other pertinent information to inform and educate all District coaches, student athletes, and parents/guardians of the nature and risk of concussions or head injuries, including the dangers associated with continuing to play after a concussion or head injury.

Annually, the District will distribute head injury and concussion information to all parents/guardians of student-athletes in competitive sport activities prior to the student-athlete’s initial practice or competition.

Prior to the start of the season, all grade four through twelve coaches and advisors of school sponsored athletic activities including volunteers who directly supervise students, will complete training as recommended and/or provided by the NHIAA, the New Hampshire Department of Education, and/or other pertinent organizations. Training for experienced coaches shall occur at least once every two years. All coaches of competitive sport activities will comply with NHIAA recommended procedures for the management of head injuries and concussions.

Each spring, the Principal of students in grades four and five and athletic director/designee shall review any changes that have been made in procedures required for concussion and head injury management or other serious injury by consulting with the NHIAA, medical personnel, or other reliable resources. If there are any updated procedures, they will be adopted and used for the upcoming school year.

Identified sports include all NHIAA-sanctioned activities, including cheer/dance squads, and any other middle or high school sponsored sports or activities as may be determined by the school administration.

On an annual basis, concussion and head injury information shall be distributed to the student-athlete and the athlete’s parent/guardian prior to the student-athlete’s initial try-out, practice, or competition. This information may be included with the parent permission forms that allow students to participate in co-curricular athletics.

The Superintendent/designees will keep abreast of changes in standards regarding concussions and implement appropriate professional development activities.

### **Removal From Play and Protocol For Return To Play**

Any coach, official, licensed athletic trainer, or health care provider who suspects that a student-athlete has sustained a head injury in a practice or game shall immediately remove the student-athlete from play. A student-athlete who has been removed from play shall not return to play on the same day or until he/she is evaluated by a health care provider and receives written medical clearance and authorization from that health care provider to return to play. The student-athlete shall also present written permission from a parent/guardian to return to play. Athletic Directors, and the Principal of students in grades four and five, shall develop and implement an appropriate "return to play, medical clearance" form.

The District may limit a student-athlete's participation as determined by the student's treating health care provider.

### **Academic Issues in Concussed Students**

In the event a student is concussed, regardless of whether the concussion was a result of a school-related or non-school-related activity, school district staff should be mindful that the concussion may affect the student's ability to learn. In the event a student has a concussion, that student's teachers will be notified by the Principal/designee. Parents/guardians are encouraged to contact the school Principal/designee should the concussion occur during a non-school activity. Teachers shall report to the school nurse if the student appears to have any difficulty with academic tasks that the teacher believes may be related to the concussion. The school nurse will notify the student's parents and treating physician. Administrators and district staff will work to establish a protocol and course of action to ensure the student is able to maintain his/her academic responsibilities while recovering from the concussion.

Section 504 accommodations may be developed in accordance with applicable federal law and board policies.

### **Education in the General Curriculum**

To the extent possible, the Board encourages the administration to implement concussion awareness and education into the District's physical education and/or health education curriculum. The administrative decision will take into account all relevant considerations, including time, resources, access to materials, and other pertinent factors.



## **School and Playground Activities**

Any staff member who observes or suspects that a student has sustained a head injury shall immediately contact the school nurse. The nurse shall then implement appropriate standards of care for the student and report the injury to the parents as soon as possible.

### Legal References:

RSA 200:49, Head Injury Policies for Student Sports  
RSA 200:50, Removal of Student-Athlete

Adopted: 10/2012  
Revised: 1/2014