

March 2008

Dear CGPS Parents and Families (**GRADES 1-6 ONLY**),

An annual physical examination and immunization documentation is required for all CGPS students. This policy is compatible with the school's policy to promote the health and safety of each student as well as to maintain compliance with New York City and State regulations. Guidelines and policies are described below.

### **MEDICAL FORM GRADES 1-6 ONLY**

The 2008-2009 Medical Form Grades 1-6 Only is enclosed. Additional forms may be downloaded from the school website: [www.cgps.org](http://www.cgps.org) (click on "students" and then "health form"). The deadline for the form to be completed and filed in the nurse's office is Thursday, September 4th, the first day of school. Proper completion of the form should include a signature by a parent (front page) and MD (back page).

**PLEASE NOTE: IF I DO NOT HAVE THE MEDICAL FORM BY SEPTEMBER 4<sup>TH</sup>, YOUR CHILD WILL NOT BE ABLE TO PARTICIPATE IN SWIM, ATTEND P.E. OR GO ON CLASS TRIPS. THE CHILDREN TRULY ENJOY THESE ACTIVITIES THAT ARE AN INTEGRAL PART OF THEIR EDUCATION. PLEASE COMPLY WITH THE POLICY.**

### **LEGAL ADMINISTRATION OF MEDICATIONS**

Over the counter medications may only be given when the medical form is signed by a parent and MD. Prescription medications may only be given when the nurse receives:

- a. the original prescription bottle with the name of the student, medication, dosage, frequency and name of the physician.
- b. a signed and dated note with instructions from a parent.

### **REPORTING CONTAGIOUS DISEASES**

The school nurse must be notified when your child is diagnosed with strep throat, scarlet fever, conjunctivitis, fifth disease, pneumonia, mononucleosis, meningitis and/or any other bacterial infection.

### **WHEN TO KEEP YOUR CHILD AT HOME**

Please read the enclosed document and keep for future reference. Information is also posted on [www.cgps.org](http://www.cgps.org) (click on "students" and then "health form").

Thank you for your cooperation. Please contact me should you have any questions or concerns. I can be reached at 212.749.6200 ext. 204. We look forward to a happy and healthy year for all.

Fran Bowers R.N.  
CGPS Grammar School Nurse

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