

Student Health Records

The Superintendent has the responsibility for the administration of the total school health program.

Each child upon admission to the school shall have a school health record as a part of the child's cumulative records. It shall be retained or transferred with cumulative records.

1. School health records and the entries are the basic responsibility of the principal.
2. The location of school health records is to be agreed upon and understood by the teacher, principal and nurse.

Each child, upon admission to the school and yearly thereafter, shall have an emergency card completed and kept on file in the school office. This card shall contain a release, signed by the parent, for the school administrator to act in emergency situations when the parent cannot be contacted.