



Washington Montessori School

Health Office Policies & Procedures

Student Health Information Requirements

Washington Montessori School requires yearly student health information for all new students, YCC students, PK–K students, and students in 6th or 7th grade. Required forms include the Connecticut Health Assessment Record, immunization record, and supplemental action plans. All documentation is due by the first day of school.

Immunization Requirements (Connecticut)

WMS complies with Connecticut General Statutes §10-204a and DPH vaccination requirements. Children under age five must receive at least one flu vaccine each school year before returning after winter break. Medical exemptions permitted per Public Act 21-6; religious exemptions allowed only if notarized before April 28, 2021.

Communication With the Health Office

Families must report changes in health conditions, new medications, injuries, surgeries, or updated provider recommendations. Email is preferred for non-urgent communication: amcginnis@washingtonmontessori.org.

Reporting Illness

Families must include their child's symptoms and/or diagnosis when reporting an absence. This helps monitor illness trends, identify clusters, guide families, and fulfill DPH reporting requirements. Please include the school nurse in communications involving absenteeism due to illness or injury.

Sickness Policy

Please refer to [When to Keep Sick Students Home](#) for guidance on whether to send your child to school.

Medical Notes, Excuses, and Activity Restrictions

Requests for accommodations—including excuses from P.E., sports, recess, or elevator use—must be submitted in writing by a medical provider. A clearance note is required to resume activities.

Medical Excuse From Physical Education (P.E.)

Parents may request a P.E. excuse for 1–3 days. Longer exemptions require a provider note with diagnosis, restrictions, and duration. A clearance note is required to return. The School Nurse may also excuse students based on assessment.

Medication Administration (CT-Compliant)

Medication administration follows CT General Statutes §10-212a. Medications must have authorization forms, original pharmacy labels, and be delivered directly to the nurse by an adult. Controlled substances are double-locked.

Dispensing Medicine

Medication should be scheduled outside school hours when possible. Medications must be delivered by an adult with all required documentation, remain in original containers, and stay in the pharmacy box with full labeling.

Medication & Off-Campus Trips

Medications must be submitted before departure. Self-carry requires provider authorization and nurse approval. Medication permission forms are required for all medications, including OTC and supplements.

Head Lice (Pediculosis) Policy

WMS follows AAP and NASN guidelines. Head lice are not dangerous and do not spread disease. Students may remain in school until day's end. No-nit policies are not used. The nurse will complete a lice check if a student is actively scratching or reports an itchy scalp, provide treatment guidance, maintain confidentiality, and notify parents discreetly.

Families are encouraged to perform regular head checks at home throughout the school year. Early detection and treatment reduce the spread and discomfort.