

# Health Guidelines for Teachers

## *First Aid*

All GBOS staff are trained in CPR and standard first aid, and the Program Director and other staff will be responsible for common first aid and medical needs of the students within this level of training. While we often have staff with higher levels of training such as Wilderness First Aid, we cannot guarantee anything beyond CPR and first aid. You are welcome to support the staff in offering first aid within your level of training. Every injury that requires more than washing and a “feel good” band aid or involves the head or spine and any illness with measurable or noticeable symptoms is recorded in the Medical Log.

## *Emergency Medical Services*

Any accident, injury or illness that is beyond the level of training of the staff will be handled by a visit to a clinic in the vicinity of the program site (Stateline for Camp Galilee). A situation that is or might be life threatening, will be handled by calling the Emergency Medical Service (EMS) system – 911.

## *Assisting Students with Medication*

Classroom teachers will give students access to their own medications at appropriate times, primarily breakfast and dinner, and other times as specified by the prescription on the container, or instructions for use provided on the Medication Authorization form. Students who have turned in medications will self-administer these medications, in the presence of their teacher. Teachers may want to confer with the school nurse on assisting students with meds before coming to program. Parents sending meds with their children must complete the Medication Authorization form, sign it, and have it signed by a physician.

Medications will be collected by the visiting teachers from the students before arrival at GBOS. All medications must be in the original containers, both prescription and over-the-counter, with instructions for use, contra indications, and expiration date. Medications should be stored in a clear zip lock bag with the student name clearly printed in permanent marker. Parent/guardians will be asked to remove excess tablets or capsules from prescription containers so that only the amount needed during the week will be present in the container.

No medications will be kept in student cabins under any circumstance (except sunscreen, moisturizing lotion, lip balm and insect repellent). Student medication will be kept in a secure area under the control of the classroom teachers so that it is not accessible to other students. Cabin leader medication will be kept in a separate area under the control of the Program Director so that it is not accessible to students. Visiting classroom teachers and GBOS staff may keep their own medications in an area or container secure from students.

Asthma inhalers for emergency use (as opposed to ones that are used on a schedule) will normally be kept by the student in their possession at all times. Epi-pens will normally be carried by the student in their possession at all times, though their naturalist may carry it on trail and it will be kept with the rest of the medications while in camp if the student has not developed responsible habits for carrying the epi-pen.

You can ease the task of assisting with medications by:

- checking over Medication Authorization forms as soon as they are turned in to ensure that they have been completed properly and that required signatures are present
- collecting medications while still at school, while parents may still be present to clarify information and before students forget they've brought medications in their luggage
- checking that the medication has not expired and is in the original container
- asking students and parents if there have been any changes in medication such as starting, stopping, or adjusting dosages and times since the Medication Authorization was completed

### *Health Inventory Instructions*

These instructions are included to assist you in evaluating the completed health forms. Parents are responsible for accurately completing the health survey. If parents need assistance in filling out the forms please see that appropriate help is available.

Teachers, with the assistance of the school nurse, need to verify that the forms are accurately filled out. Check that:

- Emergency numbers are listed.
- Parent/guardian signature is on the back page of the Health Inventory.
- Prescription medications and over-the-counter medications must be accompanied by the Medication Authorization form, which requires physician signature for prescription meds and parent/guardian signature.
- Contact parent or physician to clear up any discrepancies.
- Note any special social dilemmas your students may be encountering. (sleepwalking, afraid of dark, bedwetting, etc.).
- Note any special dietary needs that we should be aware of or prepare for before you arrive. We can generally handle dietary needs if informed at least one week ahead of time. A vegetarian option is always available, but vegan and other specialty diets are not. We also need a minimum of one week notice of severe allergies to common foods that might affect what we can serve to other program participants.

### *Accommodations*

GBOS will make reasonable efforts to include all students:

- If a student needs accommodation for disabilities, please inform us as soon as possible. We will do our best to assist and accommodate all students, however, we cannot control all practices nor make changes to the facilities at our sites because we do not own them.
- If a student needs specialized medical treatment or procedures, it may be necessary to request an assistant or parent perform these. The salary, food and lodging expense of an assistant and/or parent cannot be borne by GBOS.
- If a student has been prescribed an epi-pen for allergic reaction (anaphylactic shock) to stings, bites or food, please check to make sure that they have been trained to use it and are responsible for carrying it and using it in an emergency situation.
- If a student comes to school on the first day with symptoms of illness, strongly encourage them to stay home. We accept late arriving students, and they are much more likely to be successful if they have received additional rest and needed medications.