

Lindenhurst Public Schools

Field Trip Medical Assistance Protocol

School trips must be planned so that every child in the class will be able to participate. Accordingly, at the beginning of the school year, the teachers must inform the parents of students with special medical needs; (i.e., diabetics, asthmatics, Epi-pen users, etc.), that they will be required to accompany their child on any field trip that may be scheduled. If that is not possible, they must designate in writing, another adult in their place who will take responsibility for the medical needs of their child.

All Field Trip Request Forms must be submitted to the building R.N. prior to administrative approval for review and verification of any students with medical needs attending said trip. Parents of students with medical needs will be required to submit an Emergency Medical Care Form along with the standard parental permission slip. If the parent is not sure about the child's medical status, they are to be advised to consult with his/her physician.

Parental permission and medical documentation is required for ALL in-district and out-of-district trips. The Emergency Medical Care Form and the Emergency Medical Authorization Form will require a notarized signature of the parent/guardian for all over-night trips. Prescription forms signed and stamped by the treating physician for all required medications must also be attached to the Emergency Medical Care Form. Parents of students with breathing difficulties will be responsible to ensure that the child has their inhalers with them, if so prescribed. All required medications must be supplied and delivered by the parent/guardian to the building R.N.

For in-district school to school trips, the receiving building R.N. must be notified by the home school R.N. of any medical needs students that are in attendance. This notification will include all medical information necessary to assist the student should the need arise.

In accordance with NYSED Regulations, a school R.N. is responsible for the welfare of all children in their building and should not be pulled from that facility to care for a child on a field trip. When a parent or designated guardian can not be available, the district will attempt to supply a substitute R.N. or a replacement R.N. from the Board-approved agency.

In the beginning of the school year, all teachers of students that require Epi-pens will have the opportunity to be instructed in the procedures for anaphylaxis reactions and the proper use of the Epi-pen. Teachers must demonstrate the use of the Epi-pen to the building R.N. who will certify them in its use on a standardized care plan with the protocol attached for each of their students requiring such treatment. These care plans must accompany the child on a school trip.