



Physical Immunizations, Medicines, Allergies

The State of Illinois requires all children to have a physical exam and immunizations completed before their first day of school. All medical documentation must be turned into the school nurse prior to the child's first school day.

If your child's medical needs require medication during school hours, the district must receive a written order from the child's physician detailing the medication, dosage, time interval to be given, method of intake, and any other information pertinent to the administration of the medication. Written orders must be received at the onset of every school year. Medication cannot be administered to a child in school without the doctor's orders. Upon review of the doctor's orders, the school administration and school nurse will review and plan accordingly. Parents must bring medication directly to the nurse in the pharmacy labeled container or in original packaging for non-prescription medication.

The Parent/Guardian is responsible for informing the school nurse of any changes to the child's health or medical information, including allergies.

When a Child is Sick/School Absences

Students are expected to attend preschool daily unless they are sick. Please do not send your child if there are any signs or symptoms of illness or infection such as:

- Fever (temperature above 100 degrees)
- A cold with symptoms that include sore throat, earache, persistent coughing and runny nose or congestion
- Reddened eyes or discharge from eyes
- Nausea and/or Vomiting
- Diarrhea
- Unexplained rash

If a fever is present, the student may not return to school until their temperature has been in the normal range for 24 hours without the use of fever-reducing medicine, such as Motrin or Tylenol.

If your child is sick or going to be absent from school, please contact the Leigh School office **prior to the start** of the school day at (708) 456-8848. If leaving a message, please provide your child's name, teacher's name, reason for the absence and length of absence if known.

If a call has not been made to the school in the hour after the school's start time, a school official will call the home to inquire why the student is not at school. If the parent/guardian cannot be contacted, the student will be required to submit a signed note from the parent/guardian explaining the reason for the absence. Failure to do so shall result in an unexcused absence. Upon request of the parent/guardian, the reason for an absence will be kept confidential.



Emergency Closing Procedures

The district email and text messaging system will be utilized. School closings for any reason will be announced by 7:00 A.M. For students' safety, parents/guardians should make certain their child knows where to go in case of an early dismissal. If school is dismissed early for an emergency, all after-school functions will be canceled.