

TOPEKA COLLEGIATE SCHOOL
Health Room Guidelines
2011-2012

Enrollment requirements

At the beginning of each school year, parents are required to complete the TCS School Health Form, providing updated emergency phone numbers, student health information, and a signed medical release. This information is necessary in case of injury or illness, if medication is to be given at school, and for school field trips.

Kansas state law requires that parents provide a health assessment completed by a physician or qualified health care provider for all new students up to 9 years old, who are attending a Kansas school for the first time. All pre-kindergarten students, as well as any kindergartener who does not have an assessment on file, must have a copy of this assessment on file in the school health records by September 1.

Also by September 1, each student must have an official permanent immunization record on file in the school health records, required by Kansas state law. This record must be either the state or the doctor's permanent record.

If students are transferring from another school, copies of their previous school records need to be forwarded to Topeka Collegiate. These should include their school health records: school entry health history/assessment, the previous school's vision/hearing screenings, and the state certificate of immunization. If the state certificate is unavailable, a copy of the student's permanent immunization record is required.

Confidentiality

All health records are considered confidential. Information determined essential to a particular student's academic or health needs may be shared with the appropriate school personnel. Records are not released without written consent of parents.