

Protocol for Sending Students to the Nurse

Prior to sending a student to the nurse for non-urgent issues, the classroom teacher must:

1. Call the Health Room to ask the nurse if he or she can accommodate a student.
2. If the nurse can see the student, the teacher will complete the Nurse Pass and send the child with the Nurse Pass to the Health Office.
3. If the nurse cannot see the student, the nurse will call the child down when there is room capacity to see the student. The student must remain in the classroom until called by the nurse.

For emergency situations, send the student directly to the nurse. A phone call is not required. When a Nurse is not in the building, the classroom teacher must call the school administrator for guidance.

Students will not be seen without a nurse's pass and a phone call unless it is an emergency.

