



## Health and Wellness Policy

Date Originally Adopted: 6/28/2011

Revisions: 3/25/2013; 8/3/20; 10/29/20, 1/14/21

Related Documents: KPPCS COVID-19 Procedures 1/14/21; KPPCS School Reopening Plan 2<sup>nd</sup> Semester 1/14/21

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These policies and procedures are intended to establish and maintain a safe and healthy environment for each student, school employee, and Kona Pacific community member.

### **Health Policies**

#### **A. Health Records**

Each student must have a Department of Education, Student's Health Record Form 14 on file with the school and have a TB Clearance before the student may attend Kona Pacific PCS.

#### **B. Emergency Contact Information**

Each student must have a current Emergency Card (form RS09-0335) on file with the school before the student may attend Kona Pacific PCS. Parents must notify the school office in a timely manner of any change in contact information.

#### **C. When Students Should Stay At Home Due To Illness**

In order to ensure schoolwide wellness, we have adopted the following guidelines for when a child should stay home from school. Parents should keep their child at home if the child:

- Has a fever of 100 or higher, or has had one during the previous 24 hours (if the child is at school and has a fever of 99.3 – 99.9 it is at the discretion of the school to send the child home or not).
- Has a colored or excessive discharge from the nose.
- Has a constant or-progressively more serious cough.
- Has a skin rash or boil of unknown origin.
- Has vomited within the last 24 hours.
- Has pinworms, head lice or nits, ringworm, or impetigo; or
- Displays symptoms associated with a communicable disease: sore throat, reddened eyes, headache, abdominal pain, fever or skin rash, chicken pox that has not yet healed, etc.

Any child with a condition that is contagious may not return to school until they have a note from a doctor stating that they are no longer contagious. Conditions that are contagious include but are not limited to:

- SARS-CoV-2 (“COVID-19”)
- Influenza
- Pink Eye/Conjunctivitis
- Ringworm
- Chicken Pox.

Parents must report to the office any communicable condition their child has. The school will then notify the faculty, staff, and families of KPPCS students that the condition was found in a student at school, and everyone should be vigilant for the symptoms in themselves or their children.

### **COVID-19**

In all situations involving COVID-19, Kona Pacific Public Charter School will at minimum follow the current Hawaii Department of Health (DOH) guidelines and requirements related to COVID-19.

See our KPPCS COVID-19 Procedures for details of how we as a school will respond to various COVID-19 exposure scenarios and situations.

See the most recent approved version our KPPCS School Reopening Plan for details of all other Kona Pacific COVID-19 guidelines and preventive measures, including screening, physical distancing and face covers, cleaning and disinfecting, etc.

All Kona Pacific staff and community members are expected to abide by all details of our KPPCS COVID-19 Procedures and the most recent approved version our KPPCS School Reopening Plan for the health and safety of all Kona Pacific community members.

### **Head Lice**

Kona Pacific PCS currently follows the State of Hawaii Department of Education guidelines regarding head lice.

1. Students suspected of infestation are checked by the school health aide.
2. When head lice or nits are found, parents are contacted and the student is excluded from school.
3. Students may not return to school until they are lice and nit free and cleared by the health aide.

### **D. Monitoring of Student Health**

If a student becomes ill or injured while under school supervision:

1. The child will be sent to the office where office staff will attend to the child's needs, including by doing the following:
  - a. Administer First Aid
  - b. Take the student's temperature
  - c. Apply bandages
  - d. Use ice packs
2. If the child does not have a fever or other pressing reason to be sent home, the child will return to class.
3. Any child that has a temperature over 99.1 is considered to have a fever and will be asked to go home immediately.
4. Any child that has vomited must go home immediately.
5. Sick students will be asked to remain in the office to be signed out upon pick-up.

Small cuts: each classroom will have a First Aid kit for small cuts. Students do not need to report to the office for minor injuries.

If the illness or injury is severe, the office staff will attempt to notify a parent, guardian, or emergency contact to come pick up the student.

If a child has a severe injury and the parent, guardian, or emergency contact cannot be reached, school personnel will take the child to the nearest emergency room, along with a copy of the student's Emergency Card. School personnel will stay with the child at the hospital until the child's parent, guardian or emergency contact comes to the hospital.

### **E. Communicable Diseases**

If your child has contracted or been exposed to a communicable disease (e.g., COVID-19, chicken pox, head lice, pinworms) you need to contact the school as soon as possible, so that school families can be informed of the exposure.

### **F. Medications**

1. If a student requires medication, the parent/guardian must:
  - Administer the medication at home before or after school.
  - Come to school to administer the medication; or
  - Fill out the Medication Permission and Physician Instruction Form, which permits administration of medication at school.
    - All medications, either prescription or over the counter, must be kept in the office and office personnel will administer medication only as it is indicated by the instructions that come with the medication.

Any Medicine administered will be tracked in the school Health Log.

2. If a child requires medication for a specific health need, like an allergic reaction to bees, dairy products, or peanuts, parents will complete a Department of Health form SH-36. Parents will submit this form to the school and an emergency plan will be implemented.
3. For all medications (including an inhaler or an Epipen), if a child is given permission by their parent to self-administer medication the parent must:
  - Submit to the school office the DOH form "Self-Administration of Medication" form,
  - Notify the school and child's teacher in writing that the child will be self-administering their own medication. Include the name of the medication and for what health need;
  - Parents must bring the medication in a secure container to the office; and
  - The medication will be stored in a secure cabinet in the office.

Parents may not send medication with a child in a backpack or lunch bag. All parents will be notified of the medication distribution policies during their initial school orientation meeting and the information will be published in the school handbook.

### **G. School Staff Requirements**

All staff members must view the Blood-borne Pathogens in-service video yearly. All full time staff are required to be CPR/First Aid trained.

### **Wellness Polices**

Kona Pacific PCS recognizes the important connection between a healthy diet and a student's ability to learn effectively and achieve high standards in school. Kona Pacific PCS also recognizes the school's role, as part of the larger community, to promote family health, sustainable agriculture, and environmental restoration.

### **Nutrition Education Goals**

The educational mission is to improve the health of the entire community by teaching students and families ways to establish and maintain life-long healthy eating habits. The mission shall be accomplished through nutrition education, garden experiences, the food served in schools, and core academic content in the classroom.

Consistent nutrition education will be provided and will be integrated in the curriculum and into all snack and mealtime activities, including through the following:

- A. Integrating eating experiences, gardens, and nutrition education into the curriculum for math, science, social studies and language arts at all grade levels.
- B. Establishing a school garden and giving students the opportunity to plant, harvest, prepare, cook and eat food they have grown.
- C. Establishing relationships with local farms and encouraging farmers and farm workers to come to the school classroom and arrange for students to visit farms.
- D. Serving meals in a pleasant environment with sufficient time for eating, while fostering good manners and respect for fellow students.

### **Physical Activity Goals**

A comprehensive physical activity program encompassing a variety of opportunities for students to be physically active, including movement classes, physiology, recess, after-school physical activity programs, and physical education that includes health education will be provided.

### **Nutrition Standards for All Foods Available on School Campus During the School Day**

Nutritious foods, such as fruits, vegetables, low-fat dairy foods, and low-fat grain products, shall be available wherever and whenever food is sold or otherwise offered at school. Kona Pacific PCS will take efforts to encourage students to make nutritious food choices.

### **School Meals**

All school meals meet or exceed the nutritional standards required by the State of Hawaii and the National School Lunch Program.

### **Other School-Based Activities Designed to Promote Student Wellness**

School staff serves as role models for students and are the key to successful implementation of student wellness programs. Therefore, Kona Pacific PCS will offer staff wellness programs and opportunities.

- Kona Pacific staff will encourage healthy hygiene habits, including regular handwashing.
- Kona Pacific PCS enhances physical activity opportunities for students, staff and parents.
- Kona Pacific PCS will provide information to families about ways to promote healthy lifestyles and will encourage parents to pack healthy lunches and snacks.

Environmentally friendly practices, such as recycling, reusing, composting, use of locally grown seasonal foods, and planting school gardens, will be used whenever possible.

### **Goals for Measurement and Evaluation**

An assessment of the school's nutrition and physical activity environment and policy will be completed annually to help review policy compliance, assess progress, and determine areas in need of improvement.

**Drug-Free Campus**

Our educational mission is to nurture each student’s capacities for clear thinking, sound judgment and conscience in action. In support of this value, Kona Pacific maintains an environment free from drugs, alcohol and tobacco. Students and employees who violate this policy are subject to disciplinary action. Guests who violate this policy may be asked to leave campus.

I have read and agree to the Kona Pacific Health & Wellness Policy.

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Parent/Guardian Name (printed)	Parent/Guardian Signature	Date
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