

Dear Darrow Families,

On The Darrow School website are the Health Forms that are required for new and returning students. These forms must be completed and returned by August 15, 2019 to the registrar. The forms that are required are Mandatory Permission for Treatment, The Darrow School Health Record, and the Immunization Record. Please be sure to complete the Order for Prescribed Medications if your child takes prescription medications and it is signed by the prescribing physician(s).

Pay close attention to the following specific questions:

1. **Personal Information:** Please note full addresses and all telephone numbers where parent/guardian may be reached in the event of an emergency.
2. **Mandatory Permission for Treatment Form:** This permission form is required by all emergency care facilities before treatment will be given and is mandatory for enrollment at The Darrow School. Once you have filled in the top portion, please be sure to sign at the bottom.
3. **Insurance Information:** See Permission to Treat Form for instructions. We require that all students (foreign and domestic) carry health insurance. If you have insurance cards, please make copies of these cards and attach to the form. If you are unable to make copies of your cards at home, please bring the cards with you to registration and we will make copies for you. If you are purchasing the school health insurance policy for your child please indicate this on the form and we will enter the ID# once it has been assigned. ***Please remember to send us updates and/or changes of insurance/billing information during the school year.*
4. **Health History:** Please fill out the medical history section of the physical form as **accurately** and **completely** as possible. When portions of your child's health history are left off these records it is difficult for Darrow Health Services and area health providers to provide the best possible care for your child. If there is any relevant parental health history that our school physician should know please include it on the form and designate to which parent it applies.
5. **Physical Examination and Screening:** The doctor must sign and fill out this page for your child to be allowed to participate in team sports activities per NY State law and in non-team sports per The Darrow School Policy. This exam must be done **yearly and prior to registration.**

- 6. Immunizations Record:** New York State enforces laws which refuse enrollment of any child who fails to comply with the immunization requirements of New York State. Please be sure that all of your child's immunizations have been recorded and are up to date according to NY state guidelines, or that blood tests have been performed to prove immunity. There are new requirements for the start of the 2019-2020 school year so please have your doctor review the form thoroughly. If you are claiming medical exemption from immunization please fill out the form and submit. **If we do not have your child's complete immunization record or signed exemption form in hand by registration your child will not be considered registered and will return home with you until we have the records.**

The Darrow School is affiliated with pediatrician Dr. Vicki Smith's office located at 374 South Street, Pittsfield, MA 01201, for urgent care visits and consultation. Her phone number is 413-447-3888. If your child is seen by Dr. Smith or one of her associates your insurance information will be forwarded to their office. If you have co-pays or deductibles associated with your insurance please notify Health Services staff if you would like these payments withdrawn from your child's student drawing account.

If your child has prescriptions that will need to be filled/refilled while at school we use Big Y Pharmacy in Pittsfield (413-447-9844). They participate with most prescription plans. Co-pays/payments from the pharmacy are deducted from the student's drawing account at the end of each month. ****Please note that you do not need to send over the counter medications to school with your child unless they are part of your child's daily medication regimen (e.g., Claritin, Zyrtec, Melatonin, vitamins).** Health Services is stocked with common over the counter preparations and it **is against school policy to allow students to keep any type of medication or vitamins in their room.** There are a few exceptions to this such as asthma inhalers, skin ointments, eye drops & prescription allergy nose sprays. These medications need to be registered with the nurse. All medications should be brought to Health Services during registration. **If you will be sending medication to school for your child via a mail service please address it to Health Services rather than your child.**

As per our policy and will be enforced, no child will be allowed to stay on campus or start classes until we have received your medical registration forms completed and in full. Please forward the completed forms to The Darrow School Registrar, Lorrie Wechter as soon as possible. The deadline for form submission is August 15, 2019.

Sincerely,

The Darrow School Health Team