

WELCOME BACK FROM THE:



To ensure the health and safety of your child and all those who attend McKenzie School, here is some helpful information regarding daily routines and procedures.

EMERGENCY CARDS/INFORMATION:

Please remember to visit the district's website http://www.wilmette39.org/for_parents/registration to update your child's Emergency information in PowerSchool. The on-line emergency information is our only source of cell phone numbers, and names of alternative adults who are authorized to pick up a sick child, so it is crucial that the numbers are kept up to date. I am here to help if your child has any special medical needs. Please call or stop in if I can be of assistance.

MEDICATION POLICY:

If your child needs to take any medication while in school, the Medication Authorization Form must be filled out and returned to the nurse. This form can be found on both our school and district websites http://www.wilmette39.org/for_parents/health_information No medication will be administered until this form has been signed by a physician. Please note that this now includes all over-the-counter medications. Over-the-counter medications as well as prescription medications require both the physician's and parent's signature.

ABSENCES AND LATE ARRIVALS:

Email is my preferred method for reporting school absences and late arrivals. **My email is sanchezc@wilmette39.org** Please notify teachers and the secretaries for any early dismissals or when your child needs to leave during the school day. The Safe/Attendance Phone number is (847) 512-6350. The Safe Phone is another efficient way to inform the school of your child's whereabouts. District 39 School Policy states that any child with a fever must be fever-free for 24 hours (without fever-reducing medication) before returning to school.

Please feel free to call me at (847) 512-6302.

I look forward to getting to know you this year and partnering with you in matters of wellness and safety!

Chris Sanchez
McKenzie School Nurse

