

# Emergency and Health Forms Checklist

Please review the checklist below. Click the highlighted links to download, print and submit each completed form required by **August 9, 2019**. The Emergency Form is fillable when opened with Adobe Acrobat.

## NEW STUDENTS

### Emergency Form [\[DOWNLOAD\]](#)

A new emergency form must be completed for each child for each school year in case of an emergency or illness. Notify the office of any changes during the school year.

### Health Inventory Form, Parts I and II

[\[DOWNLOAD\]](#)

This form **MUST** be completed by the parent (Part I) and Physician (Part II)

### Immunization Certificate [\[DOWNLOAD\]](#)

This form **MUST** be completed. If your child is exempt for medical or religious reasons, the form must still be signed and returned. Review the attached "Required Immunization List."

### Medication Administration Authorization Form

### Incoming Nursery Students [\[DOWNLOAD\]](#)

### Incoming K to Grade 8 Students [\[DOWNLOAD\]](#)

This form **MUST** be completed by you and your child's physician if your child requires any medication during the school day. A separate form must be filled out for each medication (including, prescriptions, homeopathic items, over-the-counter items, and bug sprays). Parents of nursery students and Aftercare students please complete the Basic Care Item Form if your child requires lip balm, bug spray, sun block, lotion, and diaper rash cream.

### Basic Care Item Use Policy Form [\[DOWNLOAD\]](#)

This form must be completed for Nursery and Aftercare students if your child requires lip balm, bug spray, sun block, lotion, and diaper rash cream.

### Special Health Care Action Plans

If your child has special health care needs, emergency medication may be necessary during the course of the year. An action plan **MUST** be completed for any child with special health care needs in addition to the Medication Authorization Form. Download templates for [Asthma](#), [Allergy](#), [Seizure](#), and [Diabetes Medical Management](#). Other special health care action plans must be provided by the child's physician.

## RETURNING STUDENTS

### Emergency Form [\[DOWNLOAD\]](#)

A new emergency form must be completed for each child for each school year in case of an emergency or illness. Notify the office of any changes during the school year.

### Returning Students Immunization Records

[RECORD PROVIDED BY DOCTOR]

This form **MUST** be completed for any returning students with NEW required immunizations. Review the attached Required Immunization List. A prescription slip from your doctor is acceptable.

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[\[DOWNLOAD\]](#)

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Please return all required forms to the WSB front desk by August 9, 2019.

Email: [reception@twsb.org](mailto:reception@twsb.org), fax: 410-664-4221, or in person.

State and City mandates require medical and emergency forms to be on file in the school office before your child may attend school. The Department of Health and Mental Hygiene states that *children must be suspended if their records are not in compliance by the first day of school*. Thank you for complying with these regulations!

Questions? Email or phone the office at 410-367-6808 or [reception@twsb.org](mailto:reception@twsb.org).