

# Mounds View Public Schools Ends and Goals Regulation

EG-3106

Health

The following regulations are written to support Policy EG-3106:

## STUDENT MEDICATIONS

Recognizing that some students have health conditions that require medication during the school day, the following provisions are established to provide for the safe administration of all medication administered or taken at school. **Medication will be administered by the Health Assistant or other trained staff member under the supervision of the Licensed School Nurse.** Medication will be kept in a locked cabinet unless the student is authorized to carry and self-administer own medication. **There is no school supply of any medication.**

### PRESCRIPTION MEDICATION

**Short Term Medication** needed for 10 days or less may be administered as prescribed by physician/licensed prescriber with written parent/guardian permission and instructions.

**Long Term Medication or medication administered on an “as needed” (prn) basis** will be administered only with written authorization of both physician/licensed prescriber and parent guardian. (Authorization Form available from the school health office.) Authorization must be renewed on a yearly basis. A verbal order from licensed prescriber to Licensed School Nurse will be honored for 48 hours.

**Prescription medications sent to school must be in a current pharmacy container with the following information on the label:** (Pharmacy will supply a duplicate, labeled container for school use upon parent/guardian request)

Student name

Medication name, strength, amount to be given, dispensing date, directions for use

Physician/licensed prescriber name

Pharmacy name, address, phone number

**Self Administration of prescription medication by student (for management of e.g.**

**Diabetes, Asthma, Severe Allergies):** When appropriate a student may carry and self-administer a prescribed medication upon completion of the **Self-administration of Prescription Medication** form by parent/guardian and student and assessment by the Licensed School Nurse.

Physician/licensed prescriber instructions and guidelines will be incorporated into the student's plan. Medications covered by the Federal Narcotics Act (e.g. Ritalin/Methylphenidate, Adderall, Concerta, Dexedrine, Codeine) will only be administered in the health office.

### OVER-THE-COUNTER (OTC) MEDICATION

**Over-the-counter (OTC) medication** (e.g. cough/cold remedies, antihistamines, pain relievers) may be administered with written parent/guardian permission and instructions.

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**Over-the-counter (OTC) medication must be supplied by the parent/guardian in the original container with an intact manufacturer label. There is no school supply of any medication.**

**Self-administration of over-the-counter (OTC) medication:** Senior High students (grades 9-12) may, with parent/guardian knowledge and approval, carry and self-administer OTC medication. Medication must be carried **in the original container with an intact manufacturer label.**

**Students are prohibited from sharing any medication, including over-the-counter (OTC) medications with another student. Violation of this regulation will be considered a violation of the Student Rights and Responsibilities Policy/Regulation EG-3109.**

**REFUSAL TO ADMINISTER MEDICATION:** School may refuse to administer any medication on the recommendation of the Licensed School Nurse in the following situations:  
Amount of medication to be given exceeds the recommended daily dose.  
Medication is not listed in prescription/non-prescription formularies.  
If parent/guardian permission for Licensed School Nurse to communicate with licensed prescriber is denied.

**MEDICATION CHANGES:** The parent/guardian is responsible to notify the Licensed School Nurse and obtain the appropriate physician/licensed prescriber authorization.

**DISCONTINUED MEDICATION;** The parent/guardian is responsible to notify the Licensed School Nurse when medication administered at school is discontinued. Medication will be returned to parent/guardian upon request or destroyed.

**END OF YEAR:** Unused medication be returned to parent/guardian upon request or destroyed.

## BLOODBORNE PATHOGEN EXPOSURE CONTROL PLAN

These regulations will govern enforcement of Bloodborne Pathogens Standard, 29CFR 1910.1030.

### **JOB CLASSIFICATIONS WITH OCCUPATIONAL EXPOSURE RISK**

All employees in the following job classifications have been identified as having occupational exposure risk to bloodborne pathogens:

1. School Public Health Nurses
2. Substitute School Public Health Nurses
3. Health Assistants and Health Assistant Backups

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4. Coaches of contact sports
5. Special Education employees who work with students who behave aggressively (i.e. biting and scratching) or who work with students needing diapering and suctioning

### **TASKS AND PROCEDURES WITH OCCUPATIONAL EXPOSURE RISK**

The following tasks and procedures have been identified as posing potential risk of exposure to infectious materials for bloodborne pathogens.

1. Administering of medications by parenteral route (intra dermal, subcutaneous, intramuscular or intravenous)
2. Monitoring of blood glucose levels
3. Providing first aid for injuries where blood is present
4. Cleaning up body fluid spills
5. Suctioning and lavaging of oral or tracheal secretions
6. Performing any procedure or task that involves the handling or likely exposure to: blood, semen, vaginal secretions, or any body fluid that is visibly contaminated with blood as well as all body fluids in situations where it is difficult to identify the content

### **INFORMATION AND TRAINING**

1. Independent School District #621 will ensure that all employees with occupational exposure risk participate in a training program during working hours at no cost to the employee.
2. Training will be provided at the time of initial assignment to tasks where risk of occupational exposure may take place. All current personnel with occupational exposure risk will be trained as soon as possible after the OSHA effective date and at least annually thereafter.
3. The District training program consists of the specific elements required by OSHA and shall cover the following:
  - A. A copy of the standard and an explanation of contents
  - B. A discussion of the epidemiology and symptoms of bloodborne disease
  - C. An explanation of the modes of transmission of bloodborne pathogens

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- D. An explanation of the Mounds View School District Bloodborne Pathogen Exposure Control Plan and a method of obtaining a copy
- E. The recognition of tasks that may involve exposure
- F. An explanation of the use and limitation of methods to reduce exposure; for example, work practices and personal protective equipment
- G. Information on the use of gloves
- H. Information on the hepatitis B vaccination, including efficacy, safety, method of administration and benefits as well as the location and procedure for receiving the cost-free vaccination
- I. Information on the appropriate action and persons to contact in an emergency involving blood or other potentially infectious materials
- J. An explanation of the procedures to follow if an exposure incident occurs, including the method of reporting and medical follow-up
- K. Information on the evaluation and follow-up required after an employee exposure incident
- L. An explanation of the signs and labels

### **PROCEDURES**

1. Precautions should be taken by employees to protect any open breaks in the skin of the hands, including cuts and abrasions, with an appropriate bandage and gloves. These preventive measures should be initiated prior to attending to activities with potential for exposure.
2. Gloves shall be worn when it can be reasonably anticipated that the employee may have hand contact with blood, other potentially infectious materials, mucous membranes and when handling or touching contaminated items or surfaces. Disposable single use gloves shall be replaced as soon as practical when contaminated and will not be washed or decontaminated for re-use. Utility gloves, such as "Rubbermaid" cleaning gloves may be used and washed for cleaning purposes. Disposable gloves and utility gloves must be discarded if they are torn, punctured or exhibit other signs of deterioration.
3. Eye/nose/mouth protection shall be worn whenever there is a risk of contamination from blood or body fluid splashes, spray or spatter.
4. Resuscitation mouthpieces will be available for use in areas where need is predicted.

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5. Any reusable devices will be sterilized or disinfected with an Environmental Protection Agency (EPA) approved disinfectant. Disposable materials will be put in a biohazard-labeled (red bag) waste container.
6. Needles will not be bent, broken, recapped or manipulated. Needles and sharps will be disposed of in a puncture-resistant container located as close as possible to the area of use. A sharps container will be located in the health office.

Broken glassware will not be picked up directly with the hands. It will be cleaned up using a mechanical device and disposed of in a puncture proof container.

### **DECONTAMINATION**

1. Personal
  - a) Employees should wash hands when arriving at work, before and after each potential risk of exposure (including before and after using latex gloves), after use of toilet facilities, before eating and serving food, before and after diaper changing and prior to leaving work.
  - b) Skin surfaces will be washed after accidental exposure to blood or body fluids.
  - c) If soap and water are not available, an antiseptic towelette or an antiseptic hand cleaner and clean paper towels shall be used. Hands are to be washed with soap and running water as soon as feasible.
2. Cleaning and Decontamination of Spills
  - a) Chemical germicides that are approved for use as hospital disinfectants (tuberculocidal), when used at recommended dilutions, will be used to decontaminate spills of blood and other body fluids.
  - b) Contaminated areas will be flooded with liquid germicide before cleaning, soaked up with disposable towels and then decontaminated with fresh germicidal chemical after cleaning.
  - c) Utility or disposable latex gloves must be worn during the cleaning and decontamination procedure.
  - d) A fresh mixture of a 1:10 bleach solution will be mixed as needed and be available to staff in the health office or in the custodial/office area.

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3. Reusable Instruments and Equipment

- a) Reusable instruments and equipment will be cleaned with gloved hands.
- b) These items will be soaked as soon as possible in an EPA approved sterilant or disinfectant and not scrubbed so as to prevent spatter of particles into the air.
- c) These items will be reprocessed by sterilization methods or high level disinfectant appropriate for the type of instrument. Manufacturers' instructions for recommended disinfectant/sterilization procedures will be followed and listed on reusable equipment.

4. Linen and Clothing

- a) Linen which is soiled with blood or other infectious body fluids will be handled with gloved hands and put directly into a red or biohazard labeled bag for disposal.
- b) Contaminated clothing will be removed as promptly as possible and placed in a red or biohazard labeled bag.
  - 1) Contaminated clothing of injured person is sent with him/her.
  - 2) Contaminated clothing of care giver will be cleaned or replaced at no cost to the employee.

5. Routine Cleaning of Surfaces

- a) Routine cleaning of furniture and floors is sufficient for inactivation of microorganisms.
- b) Cleaning of walls, blinds and curtains is recommended only if they are visibly soiled.
- c) Trash waste and disposable articles soiled with blood or other infectious body fluids will be bagged.

### **HEPATITIS B VACCINE AND POST-EXPOSURE FOLLOW-UP**

The Mounds View School District shall make available the hepatitis B vaccination series and post exposure follow-up to all employees who have the potential for risk of occupational exposure, and/or to employees who have had an exposure incident.

The Mounds View School District shall ensure that all medical evaluations and procedures including the hepatitis B vaccination series and post exposure follow-up, including prophylaxis are:

- 1. Made available at no cost to the employee

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2. Made available to the employee at a reasonable time and place
3. Performed by or under the supervision of a licensed physician or by or under the supervision of another appropriate licensed health care professional
4. Provided according to the recommendation of the U.S. Public Health Service

All laboratory tests shall be conducted by an accredited laboratory at no cost to the employee.

Hepatitis B vaccination shall be made available after the employee has received the training in occupational exposure and within 10 working days of initial assignment to all employees who have occupational exposure unless the employee has previously received the complete hepatitis B vaccination series, antibody testing has revealed that the employee is immune or the vaccine is contraindicated for medical reasons.

If the employee initially declines hepatitis B vaccination but at a later date, while still covered under the standard, decides to accept the vaccination, the vaccination shall then be made available at no cost to the employee.

All employees who decline the offer of hepatitis B vaccination shall sign the required OSHA waiver indicating their refusal.

If at some future date, the U.S. Public Health Service recommends a routine booster dose of hepatitis B vaccine, such booster doses shall be made available at no cost to the employee.

**1. Post Exposure Procedure and Medical Evaluation**

All employee exposure incidents shall be reported, investigated and documented when an employee incurs an exposure incident. The exposed employee shall immediately receive a confidential medical evaluation and follow-up, including at least the following elements:

- a) Document the route of exposure and the circumstances under which the incident occurred.
- b) Identify and document the source individual, unless it can be established that identification is infeasible or prohibited by state or local law.
- c) The source individual's blood shall be tested as soon as feasible and after consent is obtained in order to determine HBV and HIV infectivity. If consent is not obtained, the Mounds View School District shall establish that legally required consent cannot be obtained. When the source individual's consent is not required by law, the source individual's blood, if available, shall be tested and the results documented.
- d) When the source individual is already known to be infected with HBV or HIV, testing for the

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source individual's known HBV or HIV status need not be repeated.

- e) Results of the source individual's testing shall be made available to the exposed employee, and the employee will be directed not to disclose the identity and infectious status of the source individual. Failure to comply with the directive will be considered insubordination.

#### **2. Collections and testing of blood for HBV and HIV serological status will comply with the following:**

- a) The exposed employee's blood shall be collected as soon as feasible and tested after consent is obtained.
- b) The employee will be offered the option of having his/her blood collected for testing of HIV/HBV serological status. The blood sample will be preserved for up to 90 days to allow the employee to decide if the blood should be tested for HIV serological status.

All employees who incur any exposure incident will be offered post-exposure evaluation and follow-up in accordance with the OSHA standard. All post exposure follow-up will be performed by Group Health, Inc. or the health care provider of the employee's choice. The health care provider is provided with the following:

- a) Written description of exposed employee's duties as they relate to the exposure incident
- b) Written documentation of the route of exposure and circumstances under which exposure occurred
- c) Results of the source individuals blood test, if available
- d) All medical records relevant to the appropriate treatment of the employee including vaccination status

#### **3. Health Care Professional's Written Opinion**

The Mounds View School District shall obtain and provide the employee with a copy of the evaluating health care professional's written opinion as soon as feasible after the completion of the evaluation.

The health care professional's written opinion for post exposure follow-up shall be limited to the following information:

- a) A statement that the employee has been informed of the results of the evaluation
- b) A statement that the employee has been told about any medical conditions resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment

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(All other findings or diagnoses shall remain confidential and shall not be included in the written report.)

#### **RECORDKEEPING**

##### **1. Medical Records**

Medical records will be kept in the district office in accordance with OSHA Standard 29CFR 1910.30. These records shall be kept confidential and must be maintained at least for the duration of employment plus 30 years. The records shall include the following:

- a) Name and social security number of the employee
- b) Copy of the employee's HBV vaccination
- c) Copy of the results of examinations, medical testing and follow-up procedures
- d) Copy of the information provided to the health care professional, including a description of the employee's duties as they relate to the exposure incident, and documentation of the routes and circumstances of the exposure

##### **1. Training Records**

The Mounds View School District is responsible for maintaining the following training records. These records will be kept in the district office and shall be maintained for three years from the date of training. The following information shall be documented:

- a) Dates of the training session
- b) Outline describing the material presented
- c) Names and qualifications of persons conducting training
- d) Names and job titles of all persons attending the training sessions

All employee records shall be made available to the employee in accordance with 29 CFR 1910.1030. All employee records shall be made available to the Assistant Secretary of Labor for the Occupational Safety and Health Administration and the Director of the National Institute for Occupational Safety and Health upon request.

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In accordance with new OSHA standards, all employees with occupational exposure risk are required to complete one of the three forms listed below. The completed form is to be submitted to the District Infection Control Officer.

**HEPATITIS B VACCINATION FORM**

\_\_\_\_\_ (Please check.) I would like to be vaccinated against Hepatitis B at the school district's expense.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

**HEPATITIS B VACCINATION DATE**

I have received the Hepatitis B vaccination series. The dates of the vaccinations and the medical provider are as follows:

Vaccination Dates: #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_

Booster Vaccination Date \_\_\_\_\_ Titer Results \_\_\_\_\_

Medical Provider \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

\*\*The District is not responsible for providing Serological titers.

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**HEPATITIS B VACCINATION  
DECLINATION FORM**

I understand that due to my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring Hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with Hepatitis B vaccine at no charge to myself.

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**I decline Hepatitis B vaccination at this time.** I understand that by declining this vaccine, I continue to be at risk of acquiring Hepatitis B, a serious disease. If in the future, I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with Hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

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**POST-EXPOSURE AND FOLLOW-UP EXAMINATION DECLINATION  
MANDATORY FORM**

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring a contagious disease(s). I have been given the opportunity for a post-exposure and follow-up examination (including base line blood collection) by a health care professional at no charge to myself.

However, **I decline** the post-exposure and follow-up examination at this time. Should I choose to receive the post-exposure and follow-up examination at a later date, I may do so at no charge to myself.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

**Mounds View Schools - District 621**  
**Bloodborne Pathogen Exposure Plan**

**Located in**  
**Principal's office in each building**  
**Human Resources at the DSC**

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**RESPONSE TO DO NOT RESUSCITATE/DO NOT INTUBATE ORDERS**

District 621 personnel will comply with their legal duty to exercise such care for student personal safety as any person of ordinary prudence would use. Do Not Resuscitate/Do Not Intubate Orders will not take precedence over this basic requirement. School personnel will provide established emergency medical

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services as necessary, and will not modify plans in response to Do Not Resuscitate/Do Not Intubate Orders. Further, the School District will not transfer such orders to medical response teams.

### **COMMUNICABLE DISEASES & CHRONIC INFECTIOUS DISEASES**

#### **COMMUNICABLE DISEASES**

Mounds View Public schools will not discriminate against any student or employee because he/she may have a communicable disease.

Definition: Communicable diseases are health problems caused by infectious agents that can be transmitted from one person to another in any setting, including schools. Typically people recover from communicable disease with no treatment or short-term medical treatment and these diseases do not cause long-term problems.

#### Students

A procedure for minimizing interruptions to learning from communicable diseases will be established by the Superintendent's designee in consultation with the school nurses and community health care providers.

Procedures for inclusion or exclusion of students with communicable diseases from school will consider the educational and health implications for the student and others with whom he/she comes in contact. Mounds View Public Schools will adopt the most current guidelines established by the Minnesota Department of Health with which the Minnesota Department of Education concurs.

Educational decisions regarding a student with a serious communicable disease and his/her school placement and program will be made on an individual basis by a team consisting of the school nurse, school administrator, parent, student's physician, and the student's primary teacher(s). Knowledge that a student has a communicable disease, but does not pose a risk to other students or staff will be confined to those persons with a direct need to know.

#### Employees

Mounds View Public Schools recognize that employees with communicable diseases may wish to continue working. As long as a physician's statement indicates that their condition is not a threat to themselves or others, employees will not be denied continued employment solely because of their medical

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condition. Decisions regarding an employee and his/her job performance will be made on an individual basis by the employee and his/her physician in conjunction with the Human Resources Department, who may wish to consult the Support Team\* as suggested by the Commissioner of Health. Mounds View Public Schools will follow the most current guidelines for such decisions which are established by the Minnesota Department of Health and with which the Minnesota Department of Education concurs. An

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effort will be made to modify an employee's duties based on medical recommendations of the employee's physician. Such determinations will be made on a case-by-case basis.

Mounds View Public Schools recognize that an employee's health condition is personal and confidential. In the event an employee is absent from work because of a communicable disease, all reasonable steps will be taken to protect such information from being disclosed inappropriately.

Mounds View Public Schools will provide all employees with updated information regarding communicable diseases.

\*State Epidemiologist  
Designated School Nurse

Minnesota Department of Education Representative  
Superintendent

Reference: M.S. 121A - Student Rights, Responsibilities and Behavior

Mounds View Schools will promote the health and safety of children and youth in our care as well as their families, our employees and the general public. We will adopt measures, as described in regulation, to effectively respond to health concerns while respecting the rights of students, employees and contractors.

### **CHRONIC INFECTIOUS DISEASES**

Definition: Chronic infectious diseases are diseases caused by infectious agents that are difficult to transmit in the school setting but have the potential of serious long-term effects for the person who is infected. These could include but are not limited to HIV/AIDS, Hepatitis B, C, Sexually Transmitted Infections.

#### ATTENDANCE

##### **Students**

Students with chronic infectious diseases will not be excluded from attending school in their regular classrooms or participating in athletics so long as their attendance does not create a threat to their own health or a substantial risk of transmission of illness to other students or employees of the School District.

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##### **Employees**

Employees with chronic infectious diseases will not be excluded from performing employment duties unless their health status deteriorates to a point where they are unable to perform their customary tasks and so long as their employment does not create a substantial risk of transmission of illness to students or

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other employees of the School District.

### EDUCATION

All School District employees and School Board members will receive in-service training regarding communicable diseases and chronic infectious diseases, prevention and response. This will include appropriate hygiene practices for use in all school settings and standard precautions to be used where communicable or chronic infectious disease may be encountered and community resources for information and referral.

The health curriculum for students in grades K-12 will include age appropriate instruction including the prevention, management and control of communicable diseases and chronic infectious diseases utilizing peer leadership in teaching programs wherever possible. Information about appropriate community resources will also be included. Student support staff including school counselors, nurses, psychologists and social workers will provide assistance to students needing to be connected to those resources in accordance with the Minnesota Health care for Minors Act.

### INFECTION CONTROL

Standard Precautions including effective handwashing, use of gloves and other personal protective equipment is urged for all staff and students as appropriate to minimize the potential for exposure to infectious blood or other body fluids. A Hepatitis B vaccination program is available for all employees whose job places them in a situation where they are likely to encounter blood or other body fluids. Management of blood exposure incidents to an employee is clearly defined in the Blood Exposure Procedure Booklet. Possible exposure to blood or other body fluids by a student, including biting incidents, is defined in the Health Service Guide Policy/Procedure Manual. All procedures do and will conform to the regulations of communicable disease control as defined by the Minnesota Department of Health and state and federal statutes.

### SPECIAL CIRCUMSTANCES

Some children because of age or disability and some employees because of special conditions may pose greater risks for the transmission of chronic infectious diseases than other persons infected with the same disease. Examples include children who display biting behavior and employees who are unable to control body fluids or have uncovered oozing wounds or who have severe disorders that result in spontaneous external bleeding. These conditions will be considered in assessing the risk of transmission of the disease and the resulting effect on the educational program of the student or the employment of the employee.

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Determination of whether a contagious individual's school attendance or job performance creates a significant risk of transmission of the disease to students or employees will be made on a case by case basis. Such decisions will be based on the nature of the risk (how it is transmitted), the duration of the risk (how long the carrier is infectious), the severity of the risk (what is the potential hazard to others) and the probability that the disease will be transmitted and will cause harm.

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If a District employee becomes aware that a student or employee of the School District has contracted HIV or another chronic infectious disease s/he will inform the building Principal in the case of the student or the Human Resource Supervisor in the case of an employee. The following steps will be implemented:

The Building Principal or Human Resource Supervisor will inform the Superintendent.

The School Nurse assigned to District Health and Safety will be notified. In the case of a student the school nurse assigned to that school will also be notified.

The appropriate school nurse will contact the employee or the parent/guardian of the student to discuss the situation.

Upon receiving written consent from the employee or the parent/guardian of a student the school nurse will confer with the health care provider in order to determine any significant medical information regarding the diagnosis of the disease as well as factors affecting the possible transmission of the disease.

The school nurse will consult with the local, county and state public health authorities as appropriate regarding the situation.

An advisory committee will be convened to review any case of HIV or other chronic infectious diseases in which a substantial risk of transmission is present.

The advisory committee will provide recommendations regarding educational placement for a student or continued attendance at work for an employee.

The advisory committee may include:

- Representative of the MN Department of Health, Division of Epidemiology
- Representative of the MN Department of Children, Families and Learning
- Physician with expertise relative to HIV/AIDS and other chronic infectious diseases
- Student's/employee's physician
- Designated District/school administrator/s
- School nurse/s
- Student's classroom teacher/s
- Others deemed appropriate by the Superintendent

The advisory committee will function in accordance with Data Privacy Policy EG-3110.

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#### **DATA PRIVACY**

Public concern regarding chronic infectious diseases is neither an excuse nor a defense for the violation of data privacy rights of students or employees who have or are rumored to have such diseases. Health data regarding students and employees is private data and may not be released to the public or

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employees without strict observance of data privacy rights. Knowledge that a student or employee has chronic infectious disease will be limited to those persons determined to have a right to know.

### **TOBACCO AND DRUGS**

Mounds View Public Schools will follow the guidelines and all applicable law regarding the Tobacco and Drugs.

1. No employee or student may use tobacco in any form in the workplace or school facilities.
2. No employee or student of Mounds View Public Schools will unlawfully manufacture, distribute, dispense, possess or use on or in the workplace or at school facilities any alcohol, narcotic drug, amphetamine, barbiturate, marijuana or any other controlled substance, as defined in schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation at 21 CFR 1300.1-1 through 1300.15. This includes legal substances available by physicians' prescription but used in non-prescribed ways.
3. The Mounds View Public Schools will provide referral to appropriate programs and services for students and employees with the goal of prevention and early intervention for identified problems with tobacco or drugs.
4. K-12 curriculum will teach factual information about the harmful effects of tobacco, alcohol and other drugs. Curriculum content will be planned, implemented, evaluated and revised in accordance with standards and timelines established for all curricular areas.

#### **Definition**

"Workplace" is defined as the site for the performance of work done in connection with employment, including a school building or other school premises; any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities; off school property during any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the Mounds View Public Schools. It is any place where work on a Mounds View Public Schools federal grant is performed.

"School facilities" include all Mounds View Public Schools property and vehicles or wherever students or employees are at school-sponsored events.

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### **WELLNESS**

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### **PURPOSE**

The purpose of this regulation is to assure a school environment that promotes and protects students' health, well-being and ability to learn by supporting healthy eating, physical activity and healthy life-styles.

### **GENERAL STATEMENT**

- A. The School District recognizes that parents and guardians have a primary and fundamental role in promoting and protecting their children's health and well-being.
- B. The School District recognizes that nutrition, health and physical education are essential components of the educational process and that good health fosters student attendance and education.
- C. The school environment should promote and protect students' health, well-being and ability to learn by encouraging healthy eating, healthy choices and physical activity.
- D. The School District encourages the involvement of students, parents, teachers, Nutrition Service staff and other interested persons in implementing, monitoring and reviewing this wellness regulation.
- E. Children need access to healthy foods and opportunities to be physically active in order to grow, learn and thrive.
- F. All students in grades K-12 will have opportunities, support and encouragement to be physically active on a regular basis.
- G. Qualified Nutrition Service personnel will provide students with access to a variety of affordable, nutritious and appealing foods that meet the health and nutrition needs of students; try to accommodate the religious, ethnic and cultural diversity of the student body in meal planning; and will provide clean, safe and pleasant settings and adequate time for students to eat.

### **GUIDELINES**

#### Foods and Beverages

- 1. All foods and beverages made available through the federal breakfast and lunch program will be consistent with the current USDA Dietary Guidelines for Americans.

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- 2. All competitive food and beverage options available on school campus during the student day (vending machines, school stores and programs) will follow the District's nutritional guidelines.

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3. The School District will make positive efforts to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.
4. The School District will provide students access to hand washing or hand sanitizing before they eat meals or snacks.
5. The School District will make every effort to provide students with sufficient time to eat after sitting down for school meals and will schedule meal periods at appropriate times during the school day.
6. The School District will discourage tutoring, club or organizational meetings or activities during mealtimes, unless students may eat during such activities.

### School Nutrition Service Program

1. The School District will provide healthy and safe school meal programs that strictly comply with all federal, state and local statutes and regulations.
2. The School District will provide continuing professional development for all Nutrition Service personnel in schools.

### Wellness Education and Promotion

1. The School District will, as part of a comprehensive program, provide students with the knowledge and skills necessary to promote and protect their health.
2. The School District will encourage all students to make age appropriate, healthy and balanced selection of foods and beverages.
3. The School District will encourage enjoyable, developmentally appropriate, culturally relevant physical activities that support student wellness.
4. The School District will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities.
5. Classroom teachers are encouraged to integrate nutrition education, health education and physical activities into core curriculum areas such as math, science, social studies and language arts as applicable.

## **Mounds View Public Schools Ends and Goals Regulation**

### **IMPLEMENTATION AND MONITORING**

- A. This wellness regulation will be implemented throughout the School District and reviewed annually by the Wellness Committee.
- B. The Wellness Committee will involve parents, students, nutrition services staff and school administrators.
- C. The Wellness Committee will provide recommendations to administration to enhance the District's compliance with this wellness regulation.

**Ref:**

M.S. 144.4165	Tobacco Products Prohibited in Public Schools
20 USC 58	Drug Free Schools and Communities
21 USC 812 section 202	Controlled Substances Act
21 CFR 1300 1-1 – 1300.15	Regulation

Legal References:

M.S. 121A Student Rights, Responsibilities and Behavior  
M.S. 121.203 (Health-Related Programs)  
M.S. Ch. 363 (Minnesota Human Rights Act of 1973)  
20 U.S.C. # 401 et seq. (IDEA Individuals with Disabilities Employment Act)  
29 U.S.C. # 794 et seq. (# 504 of Rehabilitation Act of 1973)  
29 U.S.C. #12101 et seq. (Americans with Disabilities Act)

Other References:

Bloodborne Exposure Procedure Book (621 Risk Management)  
School Reference: Selected Infectious Diseases of Childhood, 2<sup>nd</sup> ED. 10/02  
Potential Infectious Illness Outbreak (621 Crisis Intervention Handbook p. 9-2)  
Mounds View Public Schools Health Service Guide Policy/Procedure Manual:  
    Guidelines for Handling Body Fluids in School  
    Handwashing/Diapering  
    Bloodborne Pathogens  
    Instructions for Possible Exposure to Blood/Body Fluids by a Student  
    Biting Incidents

Policy & Regulation EG-1101 - Equal Opportunity  
Policy EG-3106 - Communicable Diseases  
Policy EG-3110 - Protection and Privacy of Student Records

Revised: July 2006