



Dear Parent or Guardian,

Our records indicate that your child has diabetes. Your child's safety is our main priority. To keep your student safe and ensure the proper individuals are notified of your student's condition, we need the following before your child can attend school for the _____ school year:

- Diabetes Medical Management Plan (DMMP), **signed by both parent/guardian and the student's physician.** (MD appointments can be dated anytime on or after April 1st to be good for the upcoming school year.)
- Authorization for Prescribed Medication or Treatment Form
- Authorization for Prescribed Self-Administration &/or Possession of Medication Form, if the student is to be independent with medical management of their diabetes.
- Supplies indicated in the DMMP such as glucometer with extra strips, lancets, ketone strips, insulin, needles, pump instructions and batteries, glucagon, glucose source (skittles, juice, etc.), and complex carbohydrate snacks.
- An easy-to-identify bag that your child can carry at all times.
- A signed consent form to use a VHA (Volunteer Health Aide) if a nurse is not in school
- Parent/student responsibilities form with signature for acknowledgement.
- A scheduled appointment with your school's nurse **a couple days prior to the start of school** to drop off the proper forms and medication(s). **Please call your school's nurse to schedule.**

When the necessary forms have been completed and returned, we will work with our District Nurse to create an Individualized Health Plan (IHP) and:

- Notify your student's teachers of your student's diabetes diagnosis and provide training.
- Alert the Department of Transportation of your student's diabetes diagnosis.
- Alert the cafeteria staff of your students' diabetes.
- Train a Volunteer Health Assistance (VHA) to care for you child if the nurse is not able to due to an absence or emergency
- A nurse or VHA will be available after regular classes for school-sponsored and in-school activities. You must give 1 week notice that your student will stay after school for an activity.

Please reach out with any questions. We are available through the end of the school year and will not be monitoring emails over the summer. If you have any questions over the summer, someone in the front office will be happy to speak with you.

Kindest Regards,

The Nurses of Washington Township Schools