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Edina Public Schools  
South View and Valley View Middle Schools

## HEALTH OFFICE REMINDERS FOR PARENTS

1. **EXCLUSION**: Before a student may be excused from school, an adult who will assume responsibility for the student must be contacted. Be sure the emergency choices are filled in on the Health Information Form. If no one can be reached at parent or emergency numbers, an adult named by the student will be called.
2. **MEDICATIONS**: All medications, except inhalers, should be kept in the Health Office. A Physician Order and a Parent Permission must accompany all medication at school. Information must include name, amount, time, and reason student is to receive the medication.
3. **MEDICAL STATEMENTS**: All physicals and doctor statements excusing student from Physical Education are brought directly to the Health Office. A doctor's excuse is required in Physical Education when a student will miss more than one week of class.
4. **ILLNESS ASSIGNMENTS**: Assignments can be requested after *three days absence*. Teachers may be contacted directly via voicemail or e-mail, or by contacting the Student Services Office. If possible, call or e-mail before 8 a.m. It will take 24 hours to respond.
5. **ATHLETIC ELIGIBILITY FORMS**: To participate in athletic practice or competition, a copy of a physical exam with sports clearance must be on file in the Health Office. The exam date must be within three years of the June 15, following the present school year.