

Back to School Checklist

Because your list is a little longer than most.

Complete this in the two weeks before school starts. Most of it is a one-time setup that carries through the rest of the year.

1. WHAT THE SCHOOL NEEDS FROM YOU

Everything goes to the office on the first day, in one folder.

- ☐ A one-page summary of your child's condition, in plain language, for the office and the classroom teacher
- ☐ Current medications: name, dose, when they are taken, and who at the school is authorized to administer them
- ☐ Written activity clearance from your cardiologist, including anything your child should not do
- ☐ Two emergency contacts, including someone who can arrive quickly
- ☐ Your child's personal emergency care plan, if your cardiologist has given you one
- ☐ Signed consent so the office can share medical information with the staff who supervise your child

Photograph the whole folder before you submit it. Staff change and paperwork goes missing.

2. WHAT YOU NEED FROM THE SCHOOL

Request one meeting in the first week with the classroom teacher, someone from the office, and the teacher responsible for physical education.

- ☐ What happens if your child feels unwell, and who they go to
- ☐ The plan for gym, recess, field trips and after-school sports
- ☐ What happens when a supply teacher is covering the class
- ☐ Who will be told, and who will not
- ☐ Whether the school has an AED, where it is kept, and who is trained to use it
- ☐ Who calls 911, and who calls you

Easily overlooked

Some common medications, including over-the-counter products, are not safe with certain heart conditions. Ask the office never to give your child anything without calling you first.

3. TRIGGERS WORTH MENTIONING

Your cardiologist will confirm which of these apply to your child.

- ☐ Swimming and water activities
- ☐ Sudden loud noises, including fire alarms and bells
- ☐ Intense or competitive exertion
- ☐ Extreme heat
- ☐ Being startled, or high emotional stress
- ☐ Fever and illness, and whether the school should call you

4. WHAT YOUR CHILD SHOULD KNOW

Go through each of these with your child more than once before the first day.

- ☐ Who to tell, and where to go, if they feel unwell
- ☐ That stopping and sitting down is always allowed, and they will not be in trouble
- ☐ Their medication routine, if they take any during the school day
- ☐ What they would like to say to friends who ask, and that they are not obliged to explain

5. IN THE BACKPACK

Four items that stay with your child throughout the day.

- ☐ Medical ID bracelet or necklace, if they wear one
- ☐ Emergency information card in the front pocket
- ☐ Medication, in date, with a spare kept at the office
- ☐ Water bottle

QUESTIONS FOR THE SCHOOL