

BENJAMIN FRANKLIN CLASSICAL CHARTER PUBLIC SCHOOL POLICIES & PROCEDURES

NO. 0007

Title: **Health Administration**

Effective Date: June 14, 2012

Submitted By: Governance Committee

Supersedes Date: June 11, 2008

Approved By: Board of Trustees

Rev. No: 3

1 Purpose

1.1 The purpose of this policy is to establish criteria for the administration of the health program followed by the Benjamin Franklin Classical Charter Public School.

2 Scope

2.1 This policy applies to the members of the BFCCPS community.

3 Responsibility

3.1 The BFCCPS BOT is responsible for interpreting the provisions of this policy.

3.2 The Head of School is responsible for the implementation and adherence of the provisions of this policy.

4 Definitions

4.1 BFCCPS – Benjamin Franklin Classical Charter Public School

4.2 BOT – Board of Trustees

4.3 DPH – Department of Public Health

4.4 Health Administrator – employed by BFCCPS

4.5 Health Director – employed by the town of Franklin

4.6 HOS – Head of School

5 Procedures

5.1 The HOS will appoint and provide students access to at least one physician and a registered nurse.

5.2 The Health Administrator will collaborate with the Health Director in the Franklin district school system.

5.3 The school will provide health services in a manner consistent with:

5.3.1 Charter School Administrative and Governance Guide;

5.3.2 Massachusetts Department of Public Health (DPH) statutes and Regulations;

5.3.3 Massachusetts General Laws and regulations.

5.4 The school will maintain written documentation of compliance with applicable laws and regulations including evidence of compliance with any required insurance coverage.

6 Applicable Forms

7 Related Policy & Procedures or Documents

7.1 The Charter School Administrative and Governance Guide

7.2 Comprehensive School Manual published by DPH