

# WELCOME, CLASS OF 2023!

## OVERVIEW OF GRADUATION REQUIREMENTS

All students in LHISD must complete a total of 26 credits to graduate on the Foundation with Endorsement Graduation Plan. Those credits must be earned as follows:

- |  |                    |
|--|--------------------|
| • <b>English</b>   | <b>4 Credits</b>   |
| ◦ English 1, 2, 3, 4   |                    |
| • <b>Math</b>  | <b>4 Credits</b>   |
| ◦ Algebra 1, Geometry, and 2 advanced math classes (see below)                     |                    |
| • <b>Science</b>   | <b>4 Credits</b>   |
| ◦ Biology, IPC or Chemistry or Physics, and 2 advanced science classes (see below) |                    |
| • <b>Social Studies</b>  | <b>3 Credits</b>   |
| ◦ All college-bound students should take 4 years of social studies                 |                    |
| ◦ World Geography, World History, US History, Government/Economics                 |                    |
| • <b>Speech</b>  | <b>.5 Credit</b>   |
| • <b>Health</b>  | <b>.5 Credit</b>   |
| • <b>Fine Arts</b>   | <b>1 Credit</b>    |
| ◦ Art, Theatre Arts, Dance, Band, Choir  |                    |
| • <b>PE</b>  | <b>1 Credit</b>    |
| ◦ PE, PE Aerobics, Athletics, Cheer, 1st year of Belles, 2 years of Band, JROTC    |                    |
| • <b>LOTE (Languages Other Than English)</b>                                       | <b>2 Credits</b>   |
| ◦ Both credits must be in the same language  |                    |
| ◦ Spanish 1 & 2 or ASL 1 & 2   |                    |
| • <b>Electives</b>   | <b>5-6 Credits</b> |
| ◦ At least 4 electives will come from the student's chosen Endorsement             |                    |

## ADVANCED MATH COURSES

Algebra 2, Pre-AP Algebra 2, Algebraic Reasoning, Precalculus, AP Calculus AB, AP Calculus BC (2 cr), OnRamps Precalculus, OnRamps College Algebra, Statistics & Business Decision Making, AP Statistics, Advanced Quantitative Reasoning, Accounting 2

## ADVANCED SCIENCE COURSES

Chemistry, Pre-AP Chemistry, AP Chemistry, Physics, AP Physics, Environmental Systems, AP Environmental Science, Advanced Animal Science, Anatomy & Physiology, Forensic Science

## ENDORSEMENTS

House Bill 5 requires all students to choose an endorsement (program of study) by the end of 9th grade. Most students choose an endorsement now, when signing up for the 9th grade classes unless they are truly undecided. **If you don't know what endorsement you want, choose Multidisciplinary Four by Four.** Students are allowed to change their endorsement the first year (and possibly the second) as long as they are able to complete all endorsement requirements prior to graduation.

See the attached list of endorsements and course sequences for more information.

## A WORD ABOUT PRE-AP CLASSES

**If a student signs up for a Pre-AP class, they will be required to stay in it.** We do not let students out of advanced classes because they didn't do the summer reading or changed their mind (extenuating circumstances are reviewed on a case-by-case basis). All Pre-AP classes will receive an extra 5 points in GPA calculation if the student passes that class. The 5 extra points is not added to their final grade (as seen on the report card or transcript); it is only added "behind the scenes" in GPA calculation.

# 9TH GRADE CHOICE SHEET INSTRUCTIONS

## CORE CLASSES

- **English**
  - English 1 or Pre-AP English 1 (Pre-AP will have summer reading)
- **Math**
  - *If you are in 8th grade math this year...*
    - Algebra 1
  - *If you are in Algebra 1 for high school credit this year...*
    - Geometry or Pre-AP Geometry
  - *If you are in Geometry for high school credit this year...*
    - Algebra 2 or Pre-AP Algebra 2
- **Science**
  - Biology or Pre-AP Biology
- **Social Studies**
  - World Geography

## REQUIRED ELECTIVES

All 9th graders are required to take the following courses:

- MAPS (Methodology for Academic & Personal Success)
- Speech/Health

## ELECTIVES

Choose **FOUR** *electives* from the following areas and **rank them in order of priority!**

- **Fine Arts (1 credit required for graduation)**
  - Art 1
  - Art 2 Ceramics or Drawing (if Art 1 for high school credit was taken in 8th grade)
  - Dance 1
  - Dance 2 (if Dance 1 for high school credit was taken in 8th grade)
  - Theatre Arts 1
  - Theatre Production 1 or Tech Theatre 1 (if Theatre Arts for high school credit was taken in 8th grade)
  - Choir 1
  - Band 1 (2 years of Band gives students both their PE and Fine Arts credit)
- **PE (1 credit required for graduation)**
  - Athletics
  - PE
  - PE Aerobics
  - 1st year of Belles
  - Cheer
  - Band 1 (2 years of Band gives students both their PE and Fine Arts credit)
  - JROTC
- **Languages Other Than English (LOTE) (2 credits required in the same language)**
  - Spanish 1 or Spanish 2 (if Spanish 1 was taken in 8th grade)
  - ASL 1
- **Endorsement Electives (minimum of 4 credits)**
  - If you have decided on an endorsement, you should take the first course in that endorsement (see next page).
  - If you are undecided about your endorsement, you should choose the "Multidisciplinary Four by Four" endorsement and use your two electives in 9th grade to fulfill one of the other graduation requirements listed above (Fine Arts, PE, LOTE)
  - **The complete list of endorsements and course sequences are on the back of the 9th grade choice sheet.**

## ENDORSEMENT ELECTIVES

<i>If the student's endorsement is...</i>	<i>The student should take...</i>
<b>Animal Science</b>	Principles of Ag, Food, and Natural Resources
<b>Art</b>	Art 1 <b>-or-</b> Art 2 Drawing or Art 2 Ceramics (if Art 1 for high school credit was taken in 8th grade)
<b>Business Management &amp; Marketing</b>	Principles of Business, Marketing, and Finance <b>-or-</b> BIM 1 (if Prin of Bus was taken in 8th grade)
<b>Culinary Arts</b>	Principles of Hospitality and Tourism
<b>Education &amp; Training</b>	Principles of Education
<b>Engineering</b>	Principles of Applied Engineering
<b>Finance</b>	Principles of Business, Marketing, and Finance <b>-or-</b> Dollars & Sense/Banking & Financial Svcs (if Prin of Bus was taken in 8th grade)
<b>Health Science</b>	Principles of Health Science
<b>Information Technology</b>	Principles of Information Technology <b>-or-</b> Computer Programming (if PAAVT was taken in 8th grade)
<b>Journalism</b>	Journalism
<b>Law &amp; Public Safety</b>	Principles of Law
<b>Music</b>	Band 1 <b>and/or</b> Choir 1
<b>Social Studies</b>	World Geography
<b>Theatre Arts</b>	Theatre Arts 1 <b>-or-</b> Theatre Production 1 or Tech Theatre 1 (if Theatre Arts 1 for high school credit was taken in 8th)
<b>Welding</b>	Principles of Ag, Food, and Natural Resources
<b>World Languages</b>	Spanish 1 <b>-or-</b> Spanish 2 (if Spanish 1 was taken in 8th grade) <b>-or-</b> ASL 1

## QUESTIONS?

You received a lot of information today, so it is perfectly understandable if you have questions. Listed below are websites for additional information.

**LHHS Counseling Website:** <http://lhhs counseling.weebly.com/>

**2019-2020 LHHS Course Catalog:** there is a link to the Course Catalog on the Counseling Website Home Page

**Liberty Hill ISD Website:** <https://www.libertyhill.txed.net/>

**TEA Graduation Toolkit:** <https://tea.texas.gov/WorkArea/DownloadAsset.aspx?id=51539608601>

### **COUNSELOR CONTACT INFORMATION**

Lara Chapman, Lead Counselor

Last Names A-F

[lchapman@libertyhill.txed.net](mailto:lchapman@libertyhill.txed.net)

Cristina Garza, Counselor

Last Names G-M

[ccgarza@libertyhill.txed.net](mailto:ccgarza@libertyhill.txed.net)

Megan Riggins, Counselor

Last Names N-Z

[mriggins@libertyhill.txed.net](mailto:mriggins@libertyhill.txed.net)

### **STAY CONNECTED!**

**Counseling Website:** <http://lhhs counseling.weebly.com/>

**Remind Text Messages:** Text this message: @lhhs cd to this number: 81010

**Facebook - Liberty Hill High School:** <https://www.facebook.com/lhisd.lhhs/>

**Twitter - Liberty Hill High School:** <https://twitter.com/LibertyHillHHS>

**Twitter - LHHS Counseling Department:** [https://twitter.com/COUNSELING\\_LHHS](https://twitter.com/COUNSELING_LHHS)

**Instagram - LHHS Counseling Department:** <https://www.instagram.com/lhhs counseling/>

# ENDORSEMENTS & PROGRAMS OF STUDY

ARTS & HUMANITIES	BUSINESS & INDUSTRY		STEM	MULTIDISCIPLINARY
<b>VISUAL ARTS</b> <ul style="list-style-type: none"><li>• Art 1 <b>and</b></li></ul> <i>Choose one of the following:</i> <ul style="list-style-type: none"><li>• Drawing I-III</li><li>• Ceramics I-III</li><li>• Drawing I-II <b>and</b> Ceramics I-II</li></ul> <b>THEATRE ARTS</b> <i>Choose one of the following:</i> <ul style="list-style-type: none"><li>• Theatre Production I-IV</li><li>• Tech Theatre I-IV</li><li>• Theatre Production I-II <b>and</b> Tech Theatre I-II</li></ul> <b>MUSIC</b> <i>Choose one of the following:</i> <ul style="list-style-type: none"><li>• Band I-IV</li><li>• Choir I-IV</li><li>• Band I-II <b>and</b> Choir I-II</li></ul> <b>DANCE</b> <ul style="list-style-type: none"><li>• Liberty Belles I (PE)</li><li>• Liberty Belles II-IV (Fine Arts)</li><li>• One additional fine art credit</li></ul> <b>SOCIAL STUDIES</b> <ul style="list-style-type: none"><li>• World Geography</li><li>• World History</li><li>• U.S. History</li><li>• Government (.5)</li><li>• Economics (.5)</li><li>• Psychology (.5)</li><li>• Sociology (.5)</li></ul> <b>WORLD LANGUAGES</b> <i>Choose one of the following:</i> <ul style="list-style-type: none"><li>• Spanish I-IV</li><li>• ASL I-IV</li><li>• Spanish I-II <b>and</b> ASL I-II</li></ul>	<b>ANIMAL SCIENCE (CTE)</b> <ul style="list-style-type: none"><li>• Principles of Ag</li><li>• Small Animal Mgmt (.5 cr) &amp; Prof Standards of Ag (.5 cr)</li><li>• Vet Med Apps**</li><li>• Adv Animal Science**</li></ul> <b>BUSINESS MANAGEMENT &amp; MARKETING</b> <ul style="list-style-type: none"><li>• Prin of Bus, Mktg &amp; Fin</li><li>• Business Info Mgmt 1</li><li>• Advertising (.5 cr) &amp; Sports &amp; Entert Mktg (.5 cr) <b>or</b> Business Info Mgmt 2</li><li>• Business Management**</li></ul> <b>CULINARY ARTS (CTE)</b> <ul style="list-style-type: none"><li>• Prin of Hospitality</li><li>• Intro to Culinary Arts</li><li>• Culinary Arts (2 cr)</li><li>• Practicum in Cul Arts** (2 cr)</li></ul> <b>FINANCE (CTE)</b> <ul style="list-style-type: none"><li>• Prin of Bus, Mktg &amp; Fin</li><li>• Dollars &amp; Sense (.5 cr) &amp; Banking &amp; Fin. Svcs. (.5 cr)</li><li>• Accounting I**</li><li>• Accounting II** <b>and/or</b></li><li>• Statistics &amp; Business Decision Making**</li></ul> <b>INFORMATION TECH (CTE)</b> <ul style="list-style-type: none"><li>• Prin of Information Tech.</li><li>• Computer Programming</li><li>• Digital Media <b>and/or</b> Principles of Cybersecurity</li><li>• Web Technologies <b>and/or</b> Principles of Cybersecurity</li></ul> <b>JOURNALISM</b> <ul style="list-style-type: none"><li>• Journalism</li><li>• Yearbook I</li><li>• Yearbook II</li><li>• Yearbook III**</li></ul>	<b>WELDING (CTE)</b> <ul style="list-style-type: none"><li>• Principles of Ag</li><li>• Ag Mech &amp; Metal</li><li>• Ag Equip &amp; Design**</li><li>• Practicum in Ag** (2)</li></ul> <div><b>PUBLIC SERVICE</b></div> <b>EDUCATION &amp; TRAINING (CTE)</b> <ul style="list-style-type: none"><li>• Prin of Education</li><li>• Human Growth &amp; Development</li><li>• Instructional Practice** (2 cr)</li><li>• Practicum in Education** (2 cr)</li></ul> <b>HEALTH SCIENCE (CTE)</b> <ul style="list-style-type: none"><li>• Prin of Health Science</li><li>• Medical Terminology</li><li>• Anatomy &amp; Physiology**</li><li>• Health Science Theory**</li><li>• Practicum in Health Sci** (2 cr)</li></ul> <b>LAW &amp; PUBLIC SAFETY (CTE)</b> <ul style="list-style-type: none"><li>• Prin of Law</li><li>• Law Enforcement I</li><li>• Law Enforcement II**</li><li>• Forensic Science**</li><li>• Principles of Cybersecurity</li></ul> <i>All CTE endorsements require the completion of 4 CTE courses, which may include a CTE elective.</i>  <i>**One advanced CTE in the 3rd or 4th course is required. Courses marked with ** are approved advanced CTE courses.</i>	<b>ENGINEERING</b> <ul style="list-style-type: none"><li>• Principles of Engineering</li><li>• Robotics I &amp; II <b>or</b> Engineering Design I &amp; II</li><li>• Practicum in STEM (2 cr)</li></ul> <i>PLUS this math:</i> <ul style="list-style-type: none"><li>• Algebra I</li><li>• Geometry</li><li>• Algebra II</li><li>• 1 Advanced Math</li></ul> <i>PLUS this science:</i> <ul style="list-style-type: none"><li>• Biology</li><li>• Chemistry</li><li>• Physics</li><li>• 1 Advanced Science</li></ul> <b>MATH</b> <ul style="list-style-type: none"><li>• Algebra I</li><li>• Geometry</li><li>• Algebra II</li><li>• Pre-Calculus</li><li>• 1 Advanced Math</li></ul> <i>PLUS this science:</i> <ul style="list-style-type: none"><li>• Biology</li><li>• Chemistry</li><li>• Physics</li><li>• 1 Advanced Science</li></ul> <b>SCIENCE</b> <ul style="list-style-type: none"><li>• Biology</li><li>• Chemistry</li><li>• Physics</li><li>• 2 Advanced Sciences</li></ul> <i>PLUS this math:</i> <ul style="list-style-type: none"><li>• Algebra I</li><li>• Geometry</li><li>• Algebra II</li><li>• 1 Advanced Math</li></ul> <b>ADVANCED MATH COURSES</b> <i>Algebra 2, PAP Algebra 2, Algebraic Reasoning, Pre-Calculus, AP Calculus AB, AP Calculus BC, OnRamps Pre-Calculus, OnRamps College Algebra, Statistics, AP Statistics, Advanced Quantitative Reasoning (AQR), Accounting II</i>	<b>FOUR CORE (4X4)</b> <ul style="list-style-type: none"><li>• English 1-4</li><li>• 4 Math</li><li>• 4 Science including IPC <b>or</b> Chemistry <b>or</b> Physics</li><li>• 4 Social Studies including World Geography <b>and</b> World History</li></ul> <b>ADVANCED PLACEMENT (4)</b> <i>Choose at least 4 of the following</i> <ul style="list-style-type: none"><li>• AP English 3</li><li>• AP English 4</li><li>• AP Calculus AB</li><li>• AP Calculus BC (2 cr)</li><li>• AP Statistics</li><li>• AP Biology</li><li>• AP Chemistry</li><li>• AP Physics</li><li>• AP Environmental Science</li><li>• AP World History</li><li>• AP Spanish Lang &amp; Comp 4</li></ul> <b>DUAL CREDIT/CONCURRENT ENROLLMENT (4)</b> <i>Choose at least 4 of the following</i> <ul style="list-style-type: none"><li>• OnRamps Engineering Design &amp; Presentation 1 (10th-12th)</li><li>• OnRamps U.S. History HIST 1301/1302 (11th)</li><li>• OnRamps English 3 ENGL 1301/1302(11th)</li><li>• ACC ENGL 2322/2323 (12th)</li><li>• ACC GOVT 2305 (.5) (12th)</li><li>• ACC ECON 2301 (.5) (12th)</li><li>• OnRamps Precalculus MATH 2312 (10th-12th)</li><li>• OnRamps College Algebra MATH 1314 (11th-12th)</li></ul> <b>ADVANCED SCI COURSES</b> <i>Chemistry, PAP Chemistry, AP Chemistry, Physics, AP Physics, Environmental Systems, AP Environmental Science, Adv. Animal Science, Anatomy &amp; Physiology, Forensic Science</i>

**Liberty Hill High School**  
**DRESS AND GROOMING**  
**Standards**

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*Clothing, hairstyles, and accessories should not be disruptive, immodest, or unsafe.*

1. Apparel and/or accessories that contain references to race, alcohol products, tobacco products, drugs, sex, vulgarity, death, suicide, the occult, or violence – either explicitly or by innuendo are prohibited.
2. Apparel and/or accessories that denote gang-related association are prohibited (i.e., rags, bandannas, shirts draped over the shoulder, shaved/notched eyebrows, or other physical alterations as identified by local law enforcement).
3. Excessively worn, frayed, or altered clothing is prohibited. Rips in clothing above the knee are prohibited.
4. Extreme hairstyles are prohibited (i.e., Mohawks, unusually or unnaturally colored hair, excessively spiked hair, etc.) and students' eyes must be visible.
5. Males' hair must be above the collar in back and midpoint of the ear in front. Facial hair is prohibited and students must be clean-shaven. Sideburns shall not extend beyond the bottom of the earlobe.
6. Piercings are prohibited for males. Females may have piercings only in the ear. Piercing retainers (clear studs) and covering piercing jewelry with tape or bandage are prohibited.
7. Caps, hats, head coverings, and/or dark glasses are prohibited inside the building.
8. Exposure of cleavage, the back, and/or the midriff is prohibited. Tank tops and tank-style dresses are prohibited. Sleeveless tops must cover the entire shoulder and not expose undergarments.
9. Trench coats are prohibited at school and school functions.
10. Pants must be size-appropriate and worn at the natural waistline. No sagging pants. Clothing must not reveal underwear. Sleepwear, such as lounge pants or pajamas and bike shorts are prohibited.
11. Pants, shorts, skirts, and/or dresses must be longer than the students' fingertips when arms are fully extended down the sides of the body. Shorts, skirts, and/or dresses worn with leggings must meet dress code length.
12. Shoes must be worn at all times. House shoes and shoes with wheels are prohibited.
13. Dog collars, choker chains, spiked metal items (i.e., necklaces, wrist bands, etc.), safety pins, wallet chains, and/or chains on garments are prohibited.
14. Tattoos must be covered at all times. Students shall not mark or draw on body parts or garments.
15. The administration has the right to appraise any current fashion or fad and determine whether or not it is appropriate for school.

**If an administrator determines that a student's dress and/or grooming violates school standards, the student will be given an opportunity to correct the problem at school, immediately.** A parent will be notified if the student is not able or willing to correct the problem, and the student will be assigned to In-School Suspension until the problem has been corrected. Repeat offenses may result in additional disciplinary action.

An administrator, in cooperation with the sponsor of an extracurricular activity, may regulate the dress and grooming standards of students who participate in the activity. Students who violate these standards are subject to disciplinary action and/or may be removed or excluded from the activity for a period deemed appropriate by the administrator or sponsor.

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# LHHS CHANGE OF STUDENT EMERGENCY INFO

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I, hereby request a change in my child's permanent school file. I understand that these records have been put in the care of Liberty Hill ISD and are not for the public use. Therefore, by signing below, I declare that I am the parent/legal guardian of this student and have the right to request this information.

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Please Check Below:

☐

Add to Emergency List: (name, phone number & relationship)

Name:	Number:	Relationship:

☐

Add Second/Split Family

Name:	Number:	Relationship:

☐

Remove from Emergency List

Name:	Number:	Relationship:

☐

Change to Emergency List Order

Name:	Number:	Relationship:

☐

Change of Phone Number/Email

Name:	Number/Email:	Relationship:

X

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
Date

Received by: \_\_\_\_\_

Date: \_\_\_\_\_

Processed by: \_\_\_\_\_

Date: \_\_\_\_\_

## District Handbook Review of Health Related Matters:

Health Related Matters pgs s24-27

Liberty Hill High School has a full time nurse on staff. STUDENTS WILL NOT BE ALLOWED TO LEAVE CAMPUS DURING THE SCHOOL DAY FOR MINOR COMPLAINTS SUCH AS HEADACHES, MILD SORE THROATS WITHOUT FEVER, NAUSEA, MILD MENSTRUAL CRAMPS, GENERALIZED MALAISE, ETC. There are exceptions which will be dealt with on an individual basis. The nurse will notify parents of students with excessive complaints. A nurse-parent conference will be called when it is felt the student's health problems are interfering with the student's education. The school nurse will be on call for evaluation of any high school student who becomes ill. The nurse's station is to be used by students who are actually ill or who have been involved in an accident. The student must obtain a pass from the teacher before going to the nurse's office (except in emergency situations). If the nurse is not in her office, the student must notify someone in the office. Upon leaving, the student must report back to class with a signed pass.

### Illness

A child should not be sent to school if he or she is ill. A sick child needs rest and care in order to recover as quickly as possible. It is very important not to expose other children to illnesses that one can possibly avoid. If your student has been prescribed antibiotics, they must complete the first 24 hours' worth prior to admittance to school.

### Fever

A temperature of 100.4 degrees F or higher is considered fever. Students will not be permitted to return to school until they have been fever free for 24 hours without the use of medications. If your student has fever while at school, or returns prior to the 24 hour mark, you will be contacted to make arrangements for your student to be picked up.

### Communicable Diseases

Parents of students with a communicable or contagious disease are asked to telephone the school nurse so that the other students who have been exposed to the disease can be alerted; convalescing students are not allowed to come to school until the disease is no longer considered contagious. Any student who has vomited or had two or more bouts of diarrhea will be sent home. They will not be permitted to return to campus until free of symptoms for 24 hours without use of suppressing medications. If the nurse has reason to believe that the student may have a communicable disease, for example, inflamed eyes, vomiting, diarrhea, spreading sores around the lips, nonspecific rash, etc., the nurse will call the parent to pick the student up from school and ask that the parent bring a physician's statement that the student is not contagious and may return to school, or keep the student at home until the symptoms subside.

### Lice

Liberty Hill High School follows the American Association of Pediatrics' and Texas State Department of Health Services' recommendations when dealing with head lice. Lice is not grounds for exclusion from school, nor is it considered to be a communicable disease. If your student is found to have evidence of lice- either live organisms or nits, you will be contacted simply to notify you and to offer assistance in a plan of action. If the infestation is to the point in which it is impacting your child's ability to function at school, you will be asked to pick your student up.

## Medications

The school nurse does not carry stock medications for students. Students requiring medications must complete and return a Medication Release Form along with their own supply of medication to the Nurse. Students are not permitted to carry or distribute their own medications- the only exception to this are diabetic and emergent medications such as Epi Pens and Diastat, which still require signed Medication Forms to be on file with the Nurse. Students carrying and administering their own medications poses a risk not only for that student, but for the other students on our campus. Students found to be in possession of medications- either prescription or over the counter, face disciplinary action. District policy outlines that students requiring medication to be administered three times a day do so before school, after school, and at night. Only medications in which the prescribing physician explicitly states a time which falls within our school day will be administered by the Nurse. Morning medications should be administered prior to the start of school to ensure they are effective by the start of your student's day. Once a day medications for conditions such as allergies must be taken at home. Medications classed as controlled substances cannot be sent with a student. They must be dropped off by an adult directly to the Nurse and picked up in the same manner. The Nurse CANNOT distribute any medication classed as a narcotic, nor are students able to take any form of narcotic and attend school- regardless of prescription. Narcotics can be very useful in controlling pain after certain procedures, however the effects they have mentally can pose a risk to your student and others around them. A complete list of medication rules and policies can be found on the back of the Medication Release Form in your Nurse's office or on the Nurse section of the school's webpage.

**EXCUSED ABSENCES** may be given for the following reasons only. **THESE TYPES OF ABSENCES COUNT TOWARDS THE MAXIMUM NUMBER OF ABSENCES ALLOWABLE AND COULD RESULT IN LOSS OF CREDIT.**

1. Verified illness. All medical/healthcare appointments must be documented with a note from the doctor's office.
2. Death in the immediate family.
3. Court appearance (official notice of appearance must be supplied to the principal in order for this to be considered a legitimate/excused absence).
4. An emergency or special set of circumstances judged as sufficient by the school authorities.
5. Religious holidays.





# LIBERTY HILL INDEPENDENT SCHOOL DISTRICT

301 Forrest Street • Liberty Hill, TX 78642 • Phone: 512-260-5580

## Medication Administration At School

Student \_\_\_\_\_ Date of Request \_\_\_\_\_

Grade \_\_\_\_\_ Date of Birth \_\_\_\_\_ Medication \_\_\_\_\_

Condition for which medication is to be given \_\_\_\_\_

Dosing amount and time will be per bottle instructions. Date to be discontinued \_\_\_\_\_

### PLEASE REVIEW THE MEDICATION POLICY ON THE BACK OF THIS FORM BEFORE SIGNING

It is not possible to schedule the administration of the above medication at a time other than during school hours. Therefore, I request that the medication be administered to my child as directed on this request. I understand that the School District, the Board and its employees shall be immune from civil liability due to allergic or other injuries resulting from the administration to a student, provided such administration conforms to the requirement of this policy. This medication is in the original container with proper labeling and not expired. This authorization is effective for the **current** school year only and must be renewed annually.

I authorize the following disposition of the medication at the end of the year:

\_\_\_\_ Parents pick up  
(Controlled substances, Prescriptions)

\_\_\_\_ Send home with student  
(Over the counter meds)

\_\_\_\_\_  
Signature of parent or guardian

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Daytime contact number

### PHYSICIAN ORDERS:

FOR ALL LONG TERM (more than 10 school days) DAILY MEDICATIONS, THE PRESCRIBING PHYSICIAN OR DENTIST MUST COMPLETE FOR THE FOLLOWING:

**Medication Name and Dosing Instructions:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*\*Inhalers, Epi-pens, Diabetic medications:** Please indicate if the student is capable of and has been instructed in the proper method of self-administration of the medicine and is prescribed by you to carry his/her medication on their person:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of physician or dentist

\_\_\_\_\_  
Business Address

\_\_\_\_\_  
PRINT physician or dentist's name

\_\_\_\_\_  
Business phone & Fax number

You may fax to a specific campus nurse at: LHE: 512-379-3256, BBE: 512-260-4410, RSE: 512-260-4460, LHI: 512-379-3210, LHJH: 512-379-3310, LHHS: 512-260-5510

**MEDICATION POLICY**

1. Prescription medications should be given **at home** in the mornings so that your student is comfortable and ready to start the school day. Most prescription meds are given 2- 3 times a day, **at home before school**, and /or at home after school and at bedtime. If additional doses are **prescribed by your physician**, medications may be administered at school with a parent's written request (attached) expressing the need for such medication at school and the parent provides the medication.
2. Non-prescription medications (OTC) must be in the **original container**. The dosing direction on the OTC packaging regarding age, amount and frequency of medication administered will be strictly followed. **OTC medications taken on a "daily" basis (pain relievers, allergy medication etc.) need to be taken at home before school so your child will be prepared to have a successful day with the least amount of interruptions.** Requests to alter the dosage, frequency or length of time recommended (most, no more than 7 days) of the medications to be administered must be accompanied by a **physician's order** stating the dosage of medication to be given and that it is necessary to administer an alternative dosage **at school**.
3. Prescription medications (this includes samples) must be in the original container, properly labeled with that student's name, medication name, dosing instructions and prescribing date. Prescription must be ordered by a physician licensed to practice in the United States.
4. Medications must be stored in the locked medications cabinet in the school health clinic and administered by Health Services personnel or other trained school employees. It is the students responsibility (if age appropriate) to come to the School Health Clinic at the appropriate time to take their medication.
5. **Narcotic pain relievers**/Hydrocodone combination products (Lortab, Vicoprofen, Norco) will not be administered in the school setting. Pain requiring Narcotics for relief should be dealt with at home where your student will be safe and can obtain adequate rest to assist with healing.
6. Parents/guardians must deliver and pick up all medications that are controlled substances to/from the school clinic. Controlled substances should not be transported by students and will be counted by the campus nurse upon receiving them and the count will be documented. The parent is responsible for obtaining these medications from the campus nurse at the end of the school year to avoid discarding.
7. A student will be allowed to self-administer inhaled asthma medication, an Epi-pen, or diabetes treatments if the following conditions have been complied with:
  - a. Written permission from the physician allowing the student to self-medicate or treat.
  - b. Parent and Student understand the school's inability to monitor the student's health condition during the school day while self- medicating or treating.
  - c. The student complies with all campus safety policies.
  - d. Students will be responsible for possessing their own inhalers, Epi-pens or diabetic equipment / supplies during school hours and at after school activities.
8. Health Services personnel will properly dispose of any medication remaining after the close of the school year.
9. No District employee shall administer herbal substances, anabolic steroids or dietary supplements of any type except: *"Herbal substances or dietary supplements may be administered as prescribed by the physician, provided by the parent, and only if required by the Individual Education Program or Section 504 plan of a student with disabilities"*. Dietary Supplements and herbal substances are not FDA approved.

*The Nurse Practice Act; Texas Administrative Code, Section 217.11, states that the Registered Nurse and the Licensed Vocational Nurse have the responsibility and authority to refuse to administer medications that, in the nurse's judgment, are contra-indicated for administration to that student.*

*Revised 01/2018*