

## Medical Arrangements for Students



### Children Taken ill at School

***IMPORTANT - CHILDREN SHOULD NOT BE SENT TO SCHOOL IF THEY ARE UNWELL.***

Unfortunately, the school is **NOT** equipped to take care of students who ought to be at home. We have neither the staff nor the space properly to look after students who should, because of ill-health, be kept at home. We **DO NOT** employ a school matron or nurse. Staff hold First Aid qualifications only. A student feeling unwell after coming to school must report to the General Office. The student will be assessed and a decision made whether to call home or the student returns to class.



### Students Injured at School

The severity of the injury will be assessed by first aiders and parents will be informed as soon as possible and if necessary, an ambulance will be called. Where further, professional medical treatment is needed, parents will be expected to collect and transport the child to access appropriate care. If transport by ambulance is needed, the school will be unable to send an adult in the ambulance. Parents will be expected to meet the ambulance at the hospital.

### Medical Details

**It is essential that the school is provided with accurate and current information about children's medical needs.**

This information is required on admission to the school but it is the responsibility of parents/carers/guardians to ensure that such information is updated as necessary and if circumstances change.

**Medication by Mouth – the school will not supply or administer proprietary medicines of any kind**

### Prescribed Medicines

As a rule, the school WILL NOT administer prescribed medicines. However, if parents wish a year group administrator in school to do so, then the following will apply:-

- Medicines will only be taken in school when to do so is essential
- The school will **only** accept medicines that have been prescribed by a health professional
- Medicines **MUST** be in their original container and be accompanied by the prescriber's instructions and handed into the General office.
- There **MUST** be written parental consent.
- If there is any element of doubt, staff will **not** administer medicines but check with parents/carers or a health professional
- Medicines for administration in school will be stored appropriately.

### Collecting Students from School

In the event that a student needs to be collected from school, parents/carers/guardians will be contacted via the home/work/emergency phone number held on the school database.

**If a parent/carers/guardian is unable to collect the student then THEY are responsible for making alternative arrangements to collect the child.**

This might include arranging transport by taxi. This expectation arises from the fact that the school cannot provide prolonged nursing care or close supervision of a student who may be unwell.



**We welcome parental co-operation in this regard.**

### **Invasive Medical Treatments**

- As a general rule, these treatments involve the injection of medication.
- Such medication would normally be administered in school by the individual him or herself or by a volunteer member of staff who had received appropriate training from the School Health Service.
- Such arrangements would need the approval of parents/carers who would be required to sign a letter of consent endorsed by the student's G.P.
- The school will produce a register of students who require such treatment based on information taken from admission forms or on advice received from parents/carers.
- Invasive medical treatment will be administered by other appropriate persons **ONLY** in an emergency in order to protect a student's life or to avoid serious damage to his/her life.

### **Refusing Medicines**

- If a child refuses to take medicine they will not be forced to do so. The situation will be placed on record and parents will be informed immediately.
- If the refusal results in an emergency, then appropriate emergency help will be sought from health professionals or the emergency services.

### **Emergency Contact Information**

*It is **ABSOLUTELY VITAL** that parents/carers/guardians provide the school with emergency contact names and telephone numbers. It is equally important that the school is notified of any changes to the emergency contact arrangements. We can only contact parents if we have up to date contact information.*

