



## FEELING UNWELL DURING THE SCHOOL DAY .....

If a student feels unwell during the school day, they should ask their teacher if they can leave the lesson and report to the Medical Room, where a First aider will assess the situation and take appropriate action.

If necessary, parents will be informed and asked to make arrangements for their child to return home. It is therefore vital that we are aware of the emergency contact number for all students and that we are informed of any changes as a matter of urgency. Please note that we are unable to send students home to an empty house. We take safeguarding extremely seriously so we ask that students do not contact their parents in the first instance on their phone, all decisions should be authorised by the first aider or a member of staff.

### **Inhalers**

Students who have been prescribed an inhaler should carry a working, in-date inhaler which is clearly labelled with their name. They should bring this to school with them every day. We are a large site and the quickest way for your child to access their medication is if they are carrying it on them. WE DO NOT HOLD AN EMERGENCY INHALER IN SCHOOL.

### **Permanent or Long-Term Medical Problems**

If a student has a specific medical condition which may cause them to need special arrangements whilst in school, parents are asked to contact the school to discuss these arrangements. An individual health care plan may be drawn up if it is felt to be appropriate.

Teaching staff will be informed where appropriate and where parents agree that this should be the case.

The first aider will be informed of the arrangements and will note down details on our central data base.

### **Prescription Medications**

In order for us to administer prescription medications, we need the written permission from the parents. Please ask the Medical Room for a copy of our consent form or use the link at the bottom of this information to fill in an online form. Once this is completed, the student should bring it to the Medical Room if paper copy, along with the medication.

*Please note that antibiotics will only be administered if the recommended dosage is 4 times or more per day.*

Where possible, medication (whether prescribed or non-prescription) should be administered by parents outside of the school day.

Please ensure that medications are clearly marked with your child's name and tutor group. Medications should be kept in the original container as dispensed by the pharmacy.

Students are permitted to administer prescription medications and should carry one day's dosage only on themselves.

### **Non-Prescription Medications**

Students are permitted to carry non-prescribed medications for their own use, we encourage a small amount of these to be carried on their person so should they need to take they can without having to take time out to visit the medical room. Please note we do have emergency Paracetamols and Ibuprofen however, if you or your child know that they may need pain relief during the day (for example, they have a head cold or they have their period), send them to school with their usual dose. *Students will only be allowed to collect medication for pain relief during break and lunchtime.*

### **Short-term problems**

When information is received by the school regarding short-term medical issues (such as broken limbs or recovery after an operation or an illness, for example) the appropriate Head of Year or First aider will contact home to discuss how the needs of the student can best be served.

Possible measures could include:

- allowing the student to leave lessons early to allow more time to arrive at the next destination and avoiding the corridors at busy times
- a flexible timetable or flexible attendance where this is necessary
- enabling the student to work on a lower floor, where upper floors are temporarily inaccessible.
- if their writing arm is affected, short-term access to a laptop or net book during lesson times.

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### **Storage of medications**

All medications will be held in a locked cupboard inside the Medical Room or kept refrigerated in the Medical Room if necessary. This excludes inhalers, insulin and EpiPens, which are available quickly in case of emergency

[medicine consent form in school](#) (you may have to copy and paste into your internet address bar)