Student Sickness Policy

WHAT TO DO IF A STUDENT REQUIRES MEDICAL TREATMENT

Students should not ask to go to a school first aider unless they are genuinely feeling unwell or have sustained an injury, as they will be missing out on their learning.

If a student in your lesson, or under your supervision, complains of feeling unwell:  
• assess whether the student needs to go to a first aider  
• if necessary, allow a reliable student to accompany them  
• do not allow a student to leave to get a drink of water (students are allowed to carry a bottle of water with them)  
If the teacher feels that the student is too ill or injured to be moved, then a designated First Aid member of staff should be called and First Aid should be administered, as appropriate. First Aid kits are available at a number of locations in the School.

Providing Treatment  
• A First Aider (see list below) will assess the student’s need and ensure that appropriate action is taken.  
• The School has a strict policy that no medication will be given orally or externally unless permission has been given by the parent/ carer.  
• Parents/ carers may be contacted depending upon the nature of the medical problem. This will usually be through Reception.  
• The First Aider will maintain a full and accurate record of the events on the Every system, including any treatments given.

Follow Up  
The aim should be to return the student to their lesson/ tutor group as soon as possible where practicable. This is particularly important where the student is a poor attender with no diagnosed medical condition. In cases of genuine illness/ injury:

• record the student´s attendance at the medical room and any advice/ treatment given  
• summon a second first aider if necessary

If it is deemed necessary to send a student home, a member of the School Leadership Team should be informed, the parent/carer must be contacted by the School and permission given. Under no circumstances will a student be allowed home until permission has been given by the parent/ carer.

Under no circumstances must a student or sibling contact home directly. EWS staff will make the decision to inform parents and appropriate actions to be taken by the parent.  
Parents will be advised by the school if they are required to come in to collect their child.  
Parents should not come into school to collect a sick/injured child unless instructed to do so by a member of staff.

If it is thought that follow-up treatment is required, the parent/ carer will be contacted or a letter sent home with the student.

Serious illness or injury  
In more serious cases, where hospital attention is deemed necessary, the School will contact parents/ carers, who will be expected to take their child to hospital.

After assessing the situation as an emergency, the following procedure must be adopted:  
• Take appropriate action with regard to First Aid and reassure student  
• Call an ambulance  
• Call a second First Aider for back up  
• Contact a parent/ carer and explain the situation  
• Notify reception  
• Notify a member of the School Leadership Team  
In the absence of a parent/carer, a member of staff must accompany the student to the hospital and remain there until the parent/ carer arrives.  
If a parent/carer cannot be contacted, the School will act in loco parentis and give permission for any emergency treatment.

After-School Activities and Off-Site Visits  
If an accident occurs during an after-school activity, or school visit, the teacher in charge is responsible for arranging appropriate treatment for the student concerned. Further advice can be found in the Educational Visits procedures.

**FIRST AIDERS**

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| **South Campus** | **North Campus** |
| Kerry Wallace | Heidi Goodridge |
| Jan Gingell | Pauline Hardingham |
| Kelly Harry  Emelia Helliwell  Roxy Flynn  Evie Eaves  One day training undertaken to deal with minor incidents in department – 20th Jan 2021  Carolina Pizzino  Juliet Summerton  Paul Holcombe  Anna Marie Freund  Tony Davis  Jason Rice  Tom Inchley  Adele Parry  Tom Martin  Emma Sullivan  Debra Acres  Ciaran Rodway  AdrianWalsh | Jackie Osborn  Lisa Hawes  Debra Norton  Annie Whitehead  Nigel Ridley  Donna Macmanus  Glenda Fuller  Sarah Carter |
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