

A guide for Parents HEALTH AND FIRST AID



GENERAL ILLNESS

If a pupil complains of illness at school then initially they are monitored to see if there is any improvement. If the pupil still appears to be in discomfort then a parent/carer will be contacted to take the child home. If a child vomits, parents/carers are called immediately. In cases of diarrhoea and vomiting we ask that children do not attend school for 48 hours after the last occurrence.

MANAGING MEDICINES ON AND OFF ACADEMY PREMISES

There are some very stringent guidelines to follow concerning how we deal with requests from parents to administer medicines to children throughout the school day.

The administration of medicines is the overall responsibility of the parents/carer. Where medication is accepted at the academy, it is subject to the following conditions:

- Where clinically possible we will encourage parents to ask for medicines to be prescribed in dose frequencies which enable them to be taken outside of academy hours.
- The academy will administer medication in original pharmacy dispensed containers which clearly state the pupils name and dosage instructions that have been prescribed to be taken 4 times daily. An exception is if a pupil is attending our academy after school facility, in which case we will administer medication that has been prescribed 3 times a day.
- A documented tracking system to record all medicines received in and out of the premises is in place in the academy office.
- A parent/carer must sign in the medicine daily stating clearly the dose instructions. Parents/ carers are asked to ensure that a dosing spoon/syringe is provided for the medication to be administered.
- The medicine must be signed out at the end of the day by a parent/carer.
- Medication will not be accepted from a pupil, and parents/carers should ensure that medicines are not sent in with a child.

Please note that staff at the academy do not administer paracetamol or any other 'over the counter' medication.

A copy of this guide can be found on our website at:

stjohns-eagle.com

If you have any questions relating to Health and First Aid please contact the office on:

t: 01922 476695



St Johns Primary Academy is part of Future Generation Trust
Hobnock Road, Essington, Wolverhampton, WV11 2RF

SUPPORTING PUPILS WITH MEDICAL CONDITIONS

In circumstances where children need medication regularly, a health care plan should be established to ensure the safety and protection of children and the adults who are working with them. Depending upon the age and understanding of the child, they should, where appropriate, be encouraged to self-administer medication or treatment, including for example any ointment or use of inhalers.

ASTHMA

If your child is diagnosed with Asthma we ask that parents/carers notify the academy and complete an asthma card which can be found on the website. An inhaler is also required and will be stored in the child's classroom. It is the parents responsibility to ensure these are available.

- Pupils are asked to hand their reliever inhalers to their class teacher who then ensures they are accessible at all times.

In the event of an attack, staff are trained to remain calm and reassure the child. They encourage the child to breathe slowly and deeply, loosen any tight clothing, sit the child upright and provide plenty of space around them. If the child becomes distressed, or the reliever has no effect, or if there is any doubt about the child's condition whatsoever, the parent/carer will be called along with the emergency services.

ACCIDENTS IN SCHOOL

If a child is injured at school the extent of that injury will be assessed and treated by a designated first aider. Accidents which require first aid treatment will be recorded and parents/carers notified, either in person or by telephone.

- In minor cases, the pupil is monitored during the day for any pain or deterioration. When the injury does not warrant immediate treatment by a medical professional but is causing discomfort for the pupil, a parent/carer is contacted to take the child home.
- If medical treatment is deemed necessary, a parent/carer is contacted. In the event of being unable to get in touch with any of the pupil's emergency contacts, two members of staff will take the injured child to hospital.
- If the injury is serious, an ambulance will be called and parents notified. A member of staff will accompany the child in the ambulance if parents have not arrived on site.

MINOR BUMPS TO THE HEAD

On a busy playground, children may often have minor collisions. If a pupil has any bump to the head, they are closely monitored during the rest of the school day and a member of staff will inform a parent/carer either in person or by telephone of the accident.

As head injuries can have delayed reactions, this procedure is used even when the bump may be minor.



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