

Our Lady and St Joseph School

Sick Child

Date	Review Date	Coordinator	Nominated Governor
01/09/2018	01/09/2021	Medical Team	Derek Vitali

We believe this policy should be a working document that is fit for purpose, represents the school ethos, enables consistency and quality across the school and is related to the following legislation:

- Medicines Act 1968
- Children Act 1989
- Management of Health and Safety at Work Regulations 1999
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Education and Inspections Act 2006
- Children and Young Persons Act 2008
- Equality Act 2010
- Education Act 2011
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013
- Children and Families Act 2014

The following documentation is also related to this policy:

- Equality Act 2010: Advice for Schools (DfE)
- Guidance on infection control in schools and other childcare settings(Public Health England)
- Keeping Children Safe in Education: Statutory Guidance for Schools and Colleges (DfE)
- Working Together to Safeguard Children: A Guide to Inter-agency Working to Safeguard and Promote the Welfare of Children
- Race Disparity Audit - Summary Findings from the Ethnicity Facts and Figures Website (Cabinet Office)

We have a statutory duty to safeguard and promote the welfare of children as described in section 175 of the Education Act 2002 and that we have due regard to the guidance 'Keep Children Safe in Education: Statutory Guidance for Schools and Colleges (DfE 2014)' as the safety and protection of children is of paramount importance to everyone in this school.

We have a duty to ensure the health and well being of all children in order for them to be successful learners in a learning environment that is clean, healthy and safe for everyone. Therefore, it is our responsibility to deal with all children who become sick at school in a kind and caring manner.

We believe that if a child is displaying signs of illness then a parent/carers has a duty not to send their child to school. Likewise school personnel have a duty to assess the condition of any child who is thought to be unwell and to contact the parent/carers requesting the child should be taken home.

We are aware that all children are subject to coughs and colds at sometime and these should not prevent them from attending school. But we do ask parents/carers not to send

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their children to school if they are showing signs of vomiting, diarrhoea, any type of rash, conjunctivitis, flu, chicken-pox, mumps, measles or high temperature.

We recognise the importance of working closely with parents/carers and we believe we have good lines of communication in place. But in order to ensure the health and well being of all children everyone must be aware of their role and responsibilities when a child is displaying signs of illness.

We believe it is only correct for a child suffering from an infectious or contagious disease to be excluded from school until they are fully recovered. We have a duty of care for all pupils and school personnel and, therefore, we request parents to consult with their GP before their child returns to school and if need be we will seek advice from the Local Health Authority.

We have statutory duty that when a child becomes ill at school we must provide room space to treat sick or injured pupils plus a separate room for the administration of first aid and medical examinations. Both rooms have a hand basin and toilet facilities.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

We as a school community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

We all have a responsibility to ensure equality permeates in to all aspects of school life and that everyone is treated equally irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. We want everyone connected with this school to feel safe, secure, valued and of equal worth.

We acknowledge the findings of the Race Disparity Audit that clearly shows how people of different ethnicities are treated across the public services of health, education, employment and the criminal justice system.

The educational section of the audit that covers: differences by region; attainment and economic disadvantage; exclusions and abuse; and destinations, has a significant importance for the strategic planning of this school.

We believe it is essential that this policy clearly identifies and outlines the roles and responsibilities of all those involved in the procedures and arrangements that is connected with this policy.

Aims

- To safeguard and promote the welfare of children.
- To ensure the health and well being of all children in order for them to be successful learners.

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- To deal with all children who become sick at school in a kind and caring manner.
- To have in place procedures to deal with all children who become ill at school.
- To ensure compliance with all relevant legislation connected to this policy.
- To work with other schools and the local authority to share good practice in order to improve this policy.

Responsibility for the Policy and Procedure

Role of the Governing Body

The Governing Body has:

- delegated powers and responsibilities to the Headteacher to put into place procedures to ensure sick children are identified and are cared for appropriately;
- delegated powers and responsibilities to the Headteacher to ensure all school personnel and visitors to the school are aware of and comply with this policy;
- responsibility for ensuring that the school complies with all equalities legislation;
- nominated a designated Equalities governor to ensure that appropriate action will be taken to deal with all prejudice related incidents or incidents which are a breach of this policy;
- responsibility for ensuring funding is in place to support this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- make effective use of relevant research and information to improve this policy;
- responsibility for ensuring all policies are made available to parents;
- the responsibility of involving the School Council in:
 - determining this policy with the Governing Body;
 - discussing improvements to this policy during the school year;
 - organising surveys to gauge the thoughts of all pupils;
 - reviewing the effectiveness of this policy with the Governing Body
- nominated a link governor to:
 - visit the school regularly;
 - work closely with the Headteacher and the coordinator;
 - ensure this policy and other linked policies are up to date;
 - ensure that everyone connected with the school is aware of this policy;
 - attend training related to this policy;
 - report to the Governing Body every term;
 - annually report to the Governing Body on the success and development of this policy.
- responsibility for the effective implementation, monitoring and evaluation of this policy.

Role of the Headteacher

The Headteacher will:

- protect the health and safety of children and school personnel at all times;

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- ensure all school personnel, pupils and parents are aware of and comply with this policy;
- ensure procedures are in place and effectively implemented to deal with children taken ill at school;
- ensure school personnel and parents are aware of this policy;
- organise first aid training for all school personnel;
- ensure that children's records and emergency contact numbers are kept up to date;
- monitor the effectiveness of this policy by speaking with pupils, school personnel, parents and governors;
- work closely with the link governor;
- provide leadership and vision in respect of equality;
- make effective use of relevant research and information to improve this policy;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy by speaking with pupils, school personnel, parents and governors;
- annually report to the Governing Body on the success and development of this policy.

Role of School Personnel

School personnel will:

- comply with all aspects of this policy
- receive training in first aid at their induction and will attend periodic training to renew their first aid qualification;
- assess the condition of any child thought to be unwell in a kind and caring manner;
- notify the school office of any child taken ill;
- immediately contact the child's parents/carers of their concerns about the child's health;
- ensure the comfort of an ill child by staying with them while awaiting the parents to arrive;
- seek immediate medical advice if a child is in danger;
- call for an ambulance;
- immediately contact the child's parents;
- escort a child to hospital in the absence of a child's parents;
- ensure records are kept of all children taken ill and sent home while at school;
- be aware of all other linked policies;
- maintain high standards of ethics and behaviour within and outside school and not to undermine fundamental British values;
- work in partnership parents and carers keeping them up to date with their child's progress and behaviour at school;
- implement the school's equalities policy and schemes;
- report and deal with all incidents of discrimination;
- attend appropriate training sessions on equality;
- report any concerns they have on any aspect of the school community.

Role of Pupils

Pupils will:

- be aware of and comply with this policy;

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- inform a member of the school personnel if they feel ill;
- listen carefully to all instructions given by the teacher;
- ask for further help if they do not understand;
- treat others, their work and equipment with respect;
- support the school Code of Conduct and guidance necessary to ensure the smooth running of the school;
- liaise with the school council;
- take part in questionnaires and surveys.

Role of Parents/Carers

Parents/carers must:

- be aware of this policy;
- comply with this policy;
- notify the school of any changes to their contact details;
- use common sense when deciding whether or not their child is too ill to attend school by deciding whether:
 - their child is well enough to take part in the planned school activities;
 - their child has a condition that could be passed on to other children or school personnel;
 - they would take a day off work if they had that illness.
- co-operate with the school by keeping their child at home if they are unwell or showing any signs of vomiting, diarrhoea, any type of rash, conjunctivitis, flu, chicken-pox, mumps, measles or high temperature;
- consult with their GP if their child is suffering from one of the communicable diseases;
- inform the school if their child is not their normal self when brought to school but is not showing any signs of illness;
- be asked to take part periodic surveys conducted by the school;
- support the school Code of Conduct and guidance necessary to ensure smooth running of the school.

Raising Awareness of this Policy

We will raise awareness of this policy via:

- the School Handbook/Prospectus
- the school website
- the Staff Handbook
- meetings with parents such as introductory, transition, parent-teacher consultations and periodic curriculum workshops
- school events
- meetings with school personnel
- communications with home such as weekly newsletters and of end of half term newsletters
- reports such annual report to parents and Headteacher reports to the Governing Body
- information displays in the main school entrance

Training

All school personnel:

- have equal chances of training, career development and promotion
- receive training on induction which specifically covers:
 - All aspects of this policy
 - Safeguarding and Child Protection
 - Health and Safety
 - Medical and First Aid
 - Hygiene
 - Administering Medicines
 - Communicable Diseases
 - Equal opportunities
 - Inclusion
- receive periodic training so that they are kept up to date with new information
- receive equal opportunities training on induction in order to improve their understanding of the Equality Act 2010 and its implications.

Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.

Monitoring the Implementation and Effectiveness of the Policy

The practical application of this policy will be reviewed annually or when the need arises by the coordinator, the Headteacher and the nominated governor.

A statement of the policy's effectiveness and the necessary recommendations for improvement will be presented to the Governing Body for further discussion and endorsement.

Linked Policies

- Administering Medicines
- Communicable Diseases
- Health and Safety
- Hygiene
- Medical and First Aid
- Safeguarding and Child Protection

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See Appendices Documents section on Policies for Schools Website

- Frequency of Policy Monitoring
- Monitoring Implementation and Policy Effectiveness Action Plan
- Initial Equality Impact Assessment
- Policy Evaluation
- Policy Approval Form

Headteacher:	Sean Flood	Date:	September 2018
Chair of Governing Body:	Derek Vitali	Date:	September 2018