

Pupil Illness Policy



June 2014

Introduction

This policy outlines procedures to be followed in the event of a pupil illness. As illnesses are diverse in nature, it will not be able to cover all eventualities.

Making sure your child attends school is the legal responsibility of a parent/guardian. It is also crucial for a child's education and future. Full attendance allows a child to make the most of their education. Children who miss days at school risk not understanding lessons and performing poorly in exams. By law, only the school can authorise a child's absence. It's important that parents keep the school informed if their child is going to be absent.

Absence Reporting Procedure

There is a clear process for you to follow to inform the school that a child will not be attending:

1. Parent/guardian phones the school office between 8.45 and 9.15am to inform school that their child is absent and of the cause of the absence. The school will ask about the nature of the illness and the expected duration of the absence.
2. If the school receives no phone call, by 10.00am, school will phone home to ascertain the child's whereabouts and reason for absence. If school can't contact the parent at home, school will contact other emergency contacts until whereabouts of the child and their well-being can be confirmed.
3. If school cannot contact anyone who can confirm the child is safe and well, the school will follow up the absence using information known about the pupil and their specific circumstances.

Decisions regarding attendance or absence

Parents / carers need to use common sense when deciding whether or not their child is too ill to attend school. Parents need to ask themselves:

- Is my child well enough to carry out the activities of the school day? If not, keep your child at home.
- Does my child have a condition that could be passed on to other children or school staff? If so, keep your child at home.
- Would the parent / carer take a day off work if they had this condition? If so, keep your child at home.

Common Conditions

Most illnesses can be classified as one of a few minor health conditions. Whether or not parents / carers decide to send their child to school will depend on how severe they judge the illness to be. This guidance can help parents / carers to make that judgement. If parents / carers are concerned about their child's health, school advises they consult a

health professional.

- Cough & cold – a child with a minor cough or cold may attend school. If the cold is accompanied by shivers or drowsiness, the child should stay off school, and return to school 48 hours after they are feeling better. If the child has a more severe and long- lasting cough, parents / carers should consult their GP, who can provide guidance on whether the child should stay off school.
- Raised temperature – if a child has a raised temperature or is feeling ill with signs of an acute illness, they should not attend school. They can return when they are feeling better.
- Rash – rashes can be the first sign of many infectious illnesses such as chickenpox and measles. Children with these conditions should not attend school. If a child has a rash, parents need to check with their GP or Practice Nurse before sending them to school.
- Headaches – a child with a minor headache does not usually need to be kept off school. If the headache is more severe or is accompanied by other symptoms such as raised temperature or drowsiness, parents / carers then need to keep the child off school and consult with their GP.
- Vomiting and diarrhoea – children with these conditions should be kept off school. They can return 48 hours after their symptoms have settled. Most cases get better without treatment, but if symptoms persist parents / carers should consult their GP.
- Sore throat – a child with a sore throat alone does not have to be kept from school. If a child is feeling ill with it, the child should stay at home. To minimise the risk of transmission of infection to other children, and staff, the following guidelines are suggested.

| Disease/Illness | Minimal Exclusion Period |
|-------------------------------------|---|
| Chickenpox and shingles | 5 days after onset of the rash. Immuno-compromised children/adults – should take separate advice from their GP. |
| Conjunctivitis (pink eye) | A child should stay away if eye is discharging until treated for 24 hours and/or eye(s) appear normal again. |
| Diarrhoea and Vomiting | Until there has been no diarrhea or vomiting for 48 hours. |
| German Measles (rubella) or Measles | 5 days from onset of rash and until child feels well. |
| Headlice | No period of exclusion but helpful to let school know. |
| Impetigo | Once the spots have crusted or healed or 48 hours of antibiotics. |
| Mumps | 7 days from onset of swollen glands and child feels well. |
| Scabies | Child can return to school the day after treated. |

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| Disease/Illness | Minimal exclusion period. |
| Scarlet Fever | When child feels well, and 48 hours after start of antibiotics. |
| Slapped cheek syndrome | Not contagious when the red cheeks appear, can return to school if child feels well. |
| Threadworm | Child may return the day after the treatment. |
| Tonsillitis | Once it has been treated and the child feels well they can return to school. |
| Verruca | Child does not need to stay away from school and can go swimming if verruca is covered with a waterproof plaster. |
| Whooping Cough | 5 days from commencing antibiotics or 21 days without treatment. |

If in any doubt, professional medical advice should be sought.

Pupils who become Unwell at School

If a child becomes ill at school, every effort will be made to contact their parents/ guardians and failing that, their emergency contacts. It is therefore important to keep the school informed of any changes to home/mobile nos. or any change of home arrangements.

Teaching/support staff should send the ill child to the school office having given the clerical assistant the precise nature of the symptoms and reason for the pupil being sent home, so that this message can be relayed home. A member of school staff will stay with the child until they are collected by parents/guardians or a known adult nominated by the parent/guardian.

In the event of a pupil having an accident during school hours, the first aiders will assess the severity of the accident and make the decision to apply first aid if appropriate. Any significant injury or accident will be reported to the parent immediately. If appropriate, and the severity demands, the school will call an ambulance or take the child directly to the nearest hospital Accident and Emergency Department.

Administration of Medication Policy

For children who require medication during the school day, our separate Administration of Medicines policy requires that parents, bringing medication to the school office, must do so, in the original container, it should be clearly labelled, and within its expiry date. It is the responsibility of the parent to ensure that medications held, are within their expiry date. Medications must be dispensed and stored in the school fridge in the staff room. There is a supply of basic first aid equipment held in the school. Full details are contained in the Administration of Medicine Policy.

We hope that this Policy offers parents / carers some help in assessing whether or not to send their child to school, in the event that they may not be well. In issuing these guidelines, we wish to reassure parents / carers that their child's health is important to us too.

Monitoring and review

We are aware of the need to review the school Pupil Illness Policy regularly, so that we can take account of any new initiatives, changes in legislation, developments in medicine or changes to the physical environment of the school.

Policy Written by Headteacher 10.06.14

We will review our policy in 2015/16.