



# ROEDEAN

MOIRA HOUSE

## HEALTH CARE INFORMATION FOR DAY PUPILS

### STAFF AND CONTACT DETAILS

The following is a brief introduction to Health Care at Roedean Moira House School. Health care is provided by qualified First Aiders.

Day pupils remain registered with their family GP. It is important that the school has up to date contact numbers where parents can be reached in an emergency.

### CONSENT AND MEDICAL RECORDS

In order for staff to fulfil their professional and legal responsibilities and duty of care, consent from pupils and parents is required for all procedures. There may be some situations where sharing of some health information is necessary with the relevant members of school staff. The issues of informed consent and confidentiality are taken very seriously with emphasis that pupils are involved and encouraged to take responsibility for their own health.

The staff are keen to provide the best possible care for your daughter and it is of the utmost importance that we have access to up to date, full and accurate health records, including a full vaccination history. The Medical Record Form must be completed and submitted to our Database Administrator, Mrs Jane Mole, on [jmole@roedeanmoirahouse.co.uk](mailto:jmole@roedeanmoirahouse.co.uk) prior to your daughter starting at Roedean Moira House.

## HEALTH REGULATIONS FOR DAY PUPILS

### 1. VISITS TO DENTISTS, OPTICIANS AND SPECIALISTS

Please arrange routine appointments during the holidays.

### 2. IMMUNISATIONS

All immunisations should be up to date before arrival. If you need advice, please contact the Immunisation team on 0300 123 4062 or [kchft.esschoolhealthservice@nhs.net](mailto:kchft.esschoolhealthservice@nhs.net).

### 3. SEVERE ALLERGY

If your daughter has a history of severe allergy for which she has been prescribed an epipen (adrenaline or epinephrine injection), please detail this in the Medical Record form. We would request that you supply the school with two spare pens, one to be kept in reception and

one in your daughter's base class room as appropriate. Information about your daughter's medical conditions will be distributed to staff on a need to know basis.

#### 4. QUARANTINE REGULATIONS

Form tutors should be informed before your daughter's return to school if she has been in contact with any infectious disease during the holidays. As long as your daughter has subsequently been kept away from the source of the infection and the last date of exposure is reported she may return to school. Parents are specifically requested not to send their daughter back to school while she is still unwell. If your daughter contracts an infectious illness whilst she is at school, it will be a requirement for her to recuperate away from school (using Public Health England Guidelines).

#### 5. TREATMENT RECEIVED DURING HOLIDAYS

If your daughter has received medical treatment during the holidays, school staff must be informed. Parents should ask their family doctor to send our Database Administrator, Mrs Jane Mole, on [jmole@roedeanmoirahouse.co.uk](mailto:jmole@roedeanmoirahouse.co.uk) a copy of relevant correspondence for recent or continuing medical problems involving a Consultant.

#### 6. PRESCRIBED MEDICATION

Medicines of any kind must be kept in the original Chemist's container, labelled with the prescribed information, and accompanied by a letter from the doctor. They should be handed to the school office on arrival at school. Medicines will be dispensed either by qualified staff or may be self-administered by your daughter, according to her age and following risk assessment to determine her level of understanding and responsibility. Any medicines brought into school must be labelled with details in English.

#### 7. OVER THE COUNTER MEDICATION

This must be kept in the original Chemist's container and should be given to the school office with a completed letter from the parent or guardian, confirming the reason for and the dosage of the medication. Qualified staff will then provide the medicines as necessary.

#### 8. PARACETAMOL (PANADOL)

The pharmaceutical industry has placed restrictions on the number of tablets sold over the counter, recognising that Paracetamol, which is found in many cold/flu remedies, can cause liver damage if taken in excess. We, therefore, request that pupils do not keep these tablets, as they are available from qualified when needed.

#### 9. MEDICAL TREATMENT

If your daughter requires emergency medical treatment, every effort will be made initially to obtain the prior consent of a parent or guardian if she is under 16 years of age. Children under 16 may consent for treatment if deemed to be Gillick competent. Should this not be possible in the time available, a senior member of staff, acting in loco parentis, are authorised to give valid consent to such treatment (including anaesthetic or operation).

#### 10. ASTHMA

If your daughter has asthma, or a history of asthma, it is important that this is detailed in the Medical Record form so that school staff have a full understanding of your daughter's condition and treatment. Information about your daughter's medical conditions will be distributed to staff on a need to know basis.

#### 11. HEAD LICE

It is no longer recommended that routine head checks be carried out in schools. We therefore request that a check be made at home prior to the beginning of each term. Please inform the boarding staff of any infestation during the holidays. When this occurs in the term the 'wet detection combing technique' will be advised as recommended in this area. Parents will be notified and asked to treat all close (head to head contact) members of the family.

#### 12. BODY PIERCING

In view of the safety factor, together with the ethos of the school, only the single piercing of ears is acceptable. If a pupil has a stud or sleeper elsewhere, it should be removed before her arrival at school.

#### 13. GLASSES

All students wearing glasses should have a yearly eye sight test. If worn for sport, two pairs are needed so that one pair has non-splinter lenses.