



William Edwards School

*'Inspirational learning with a strong sporting ethos'*

# **Supporting pupils with medical conditions and situations, and providing first aid, in school**

## **Handbook for Parents**

### **2021/2022**

## Information about medical procedures in school for parents

### The role of First Aiders

Please be aware that the role of First Aiders in school is to provide **emergency** first aid for pupils in the event of an accident or sudden onset of illness. Whilst trained to deliver such care, these members of staff are employed in administrative roles; they are not nurses or medical practitioners.

The First Aid team will also provide support for pupils who are managing medical conditions that have a significant impact on those pupils' ability to participate in school life, such as diabetes and epilepsy.

To enable First Aiders to carry out this role effectively it is vital that pupils do not expect to access first aid for minor ailments, old injuries, and issues that require a GP appointment rather than first aid.

It is the pupil's responsibility to have a bottle of water in school; it is not appropriate for a pupil to attempt to access first aid for water, tissues etc.

*It is also inappropriate for a pupil to text / phone a parent if feeling unwell to ask to be collected.* If you have sent your child to school in the morning then he/she will only be sent home if a First Aider deems it medically necessary. If this is the case, you will receive a telephone call. We do ask that you support the school system so that it can provide the best possible care for all children on site, by not allowing your child to circumvent this system.

A First Aider will issue toilet passes for those with medical evidence of need, and emergency passes for short term situations.

### Medication

Following the national guidelines for schools, the school cannot accept any medicines that are not prescribed by a healthcare professional.

However, we will stock a supply of generic paracetamol that can be accessed by pupils in emergency situations as long as the school has

recent written parental consent. This refers to the parental consent form attached, which has to be signed and returned each academic year.

No medications will be issued without written parental consent – we cannot accept telephone or email permission.

Prescription Only Medicines (POM) - these can only be brought in to school by the parent / carer (not the child) and must be logged by a First Aider. Written parental consent will be required.

POM will not be accepted if they are single dosage (once a day) and can be taken before the start of the school day. For instance, most hayfever remedies, and medicines for the treatment of ADHD, can be administered in a single dose at home before the child comes to school.

A reminder for parents – if a tablet does not have a groove down the middle then it should never be chewed or broken up; it should be swallowed whole. This is because tablets for conditions such as ADHD are designed to be 'slow release' and breaking up the tablet will prevent that happening, resulting in the pupil receiving too much of the medicine in one go.

Please be aware of the following conditions for the school administering Prescription Only Medicines :

- Antibiotics can only accepted after the first 24 hours of the pupil starting the course, due to the risk of allergic reactions
- Medication must be in the original packaging with the prescription label unaltered
- The label must show clearly the dosage, the pupil's name and any other prescriber's instructions
- The medication must be in date

Care Plans will be written for all pupils who appear on the Medical Needs Register. If we do not have up to date medical evidence of the pupil's current situation we will contact you for further information. We can only hold information about pupils' medical conditions that has been provided by healthcare professionals.

In the case of a dire emergency, the school has, since April 2015, been able to hold on site a generic salbutamol inhaler for emergency use.

This should not be seen as an alternative to your child carrying their inhaler at all times as we do not want them to develop bad habits that may put them in danger.

However, it does mean that should their own inhaler not work for any reason and the child be in significant and immediate danger, then we could offer them the generic inhaler, ***as long as we have parental written consent.***

Messages to share with your child :

- Pupils should not carry any medicines in school or self administer, unless the medication is logged with the school and has parental written consent for self administering (eg. asthma inhalers)
- Pupils should never share medications or use anyone else's medication