

KINGSMEAD SCHOOL HOYLAKE TRUST LIMITED

CARE OF BOARDERS WHO ARE UNWELL OR WHO HAVE AN ACCIDENT

Policy

The School has, and implements effectively, appropriate policies for the care of boarders who are unwell or have an injury and ensures that the physical and mental health, and emotional wellbeing of boarders is promoted. These include first aid, care of those with chronic conditions and disabilities, dealing with medical emergencies and the use of “over the counter” remedies.

Purpose of this document

To outline the practices in place to meet the health and wellbeing needs of boarding pupils.

Procedures

1. If a boarder is unwell or has an accident during the school day they will be seen, assessed and treated by the School Matron. If not well enough to return to lessons, they will be cared for by the School Matron in the boarding house Sick Bay.
2. In the event of the number of boarders unwell being more than the number of beds available in the boarding house Sick Bay then a risk assessment will be made. Boarders judged to be able to be safely cared for in their own room within the boarding house will be allowed to do so.
3. At the end of the school day any boarder who has been cared for in the Sick Bay may – if well enough - return to their own room within the boarding house to the care of the boarding house staff. The boarding house staff will be informed of the care the boarder has received during the day in order that this can be continued if necessary.
4. If a boarder is unwell or has an accident outside the school day they should see the member of staff on duty in the boarding house.
5. Members of staff in the boarding house are first aid trained and have had training to administer, and competency assessed to deliver “over the counter” remedies for minor injuries or ailments.
6. Any boarder who has received care in the boarding house overnight or at the weekend may be advised to visit the School Matron the next school day.
7. If a member of staff feels a boarder needs to be seen by a nurse they should contact the School Matron on her mobile number, who will offer advice or attend if required.

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8. If a boarder needs to attend accident and emergency during the School day, they will be accompanied by a member of staff (usually the School Matron). At other times, the boarder will be accompanied to the hospital by a member of boarding house staff.
9. Where necessary, the boarding house staff should call the emergency services.
10. If a boarder needs to see a doctor (but not accident and emergency) when the GP practice is closed, the School Matron will make an appointment for the boarder to see the GP the next day.
11. Any boarder requiring dental, optical or hospital treatment may arrange this through the School Matron. Wherever possible the School Matron will escort them to any appointments. If this is not possible other boarding staff will accompany the boarder.
12. Information will be shared by the Medical Centre with the boarding house staff with the consent of the boarder. If the boarder does not wish this to happen, confidentiality will be maintained unless there are extenuating circumstances e.g. safeguarding issues.

Compiled	August 2018	T Evans
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