

Illness and Injury

In the interests of all children and staff, poorly children should not attend school as they are a source of infection as well as being more susceptible to contracting additional illnesses. The office has details of the exclusion periods for specific illnesses. At staff's discretion a child may be refused entry or sent home if they appear unwell; if your child becomes ill while at school you will be called to come pick them up. Please do not send your child to school on days when any of the following symptoms are present:

- Fever (temperature over 99° F or 37.5°C) within the past 24 hours
- Rash
- Persistent cough
- Discharge of discoloured or profuse amounts of mucus from the nose or eyes
- Diarrhoea or vomiting within the past 48 hours
- Conjunctivitis (until after 24 hours of treatment)

If your child becomes ill due to a communicable illness such as strep throat or chicken pox, or if your child contracts scabies or lice, please inform the office so that information can be disseminated to other parents.

Medication and Allergies

Parents must inform the school of any particular medical needs and allergies of the child when he/she is enrolled. Please inform staff of any allergies that your child develops or outgrows throughout the school year so that his/her record may be updated. Please also ensure that chronic conditions such as asthma and eczema are noted on your child's records and appropriate medications are provided. A form must be completed in the Office for any medication brought into the school.

Medication on the premises introduces health and safety risks to all children. We therefore ask that parents minimise the medication brought to school; any necessary medicines will be kept in a locked cupboard that is inaccessible to children. If a child refuses medication, the parent will be informed the same day. We will administer one single dose of antibiotic medicine during the day to a child who needs to complete their course of antibiotics if:

- The child has been kept away from school for 48 hours from the onset of treatment. This is to allow the medication to take effect and to allow the child a suitable recovery period, as well as monitor any adverse reactions. The school will not administer the first dose of any new medication in case of allergic reaction.
- The parent/carer signs a declaration form stating that (a) the medicine is prescribed by a doctor, (b) the child was kept away from school for 48 hours following the onset of medication, (c) directions for administration have been provided.
- The medicine is prescribed by a doctor and is provided in its original container with a label listing the name of the child, name of the medicine, dose, method of administration, time/frequency of administration, any side effects, and an expiry date. Herbal remedies and over-the-counter drugs or preparations (such as Calpol or Beechams etc.) will not be given.

- One single dose of Calpol suspension can be administered to a child during the day provided it is prescribed by a doctor for a specific ailment and the directions for administration are clearly stated on the label. Medications stating 'as required' will not be administered to the child, apart from prescribed inhalers for managing asthma.

The school does not supply suncream for the children. Parents should apply suncream before the child comes to school. For children who stay all day, the parent must provide their own bottle of suncream that is clearly labelled with the child's name. Children who do not have suncream will be limited in their outdoor play. On sunny days, children should wear lightweight, long-sleeved clothing and sun hats.

Injury

All staff are required to undergo First Aid training as a condition of employment. First Aid kits are easily accessible in all classrooms and the kitchen; they are taken outdoors and on outings. In an emergency the child will be taken to the hospital in a taxi or ambulance, accompanied by a member of staff, and parents will be contacted immediately.

Should your child be injured or bitten, staff will complete an accident/incident report; you will be asked to sign this at the end of the day if the notification on Family has not been acknowledged. It is also our policy to notify parents by telephone in the event of a head injury, even if the injury is minor.

If a child exhibits a pattern of biting or other physical retaliation, staff will take the following measures to handle the situation:

1. We will look for the causes of the behaviour and try to take a preventative approach.
2. We will shadow the hitter/biter in situations where we think the child might hit or bite.
3. We will be consistent in our interventions, realising it is often a temporary stage of normal development.
4. We will communicate any further incidents to parents. In extreme cases, we might advise seeking external support.