



Health Care at Aldenhams School

2023-24

Reviewed by Rebecca Knox RN, BSc February 2023

Please read carefully and then complete the Health Form in MySchoolPortal.

It is imperative that all parents/guardians complete this form as soon as possible.

Health Care at Aldenham School

Aldenham employs one qualified registered nurse and is supported by 2 health care assistants, to run a fully equipped health centre based in School House.

The health centre is staffed from 08.00 -17.45 Mon-Fri.

During these hours they are contactable on the following telephone numbers: 01923 851617 or 01923 851672 and Emergency Mobile 07785 303 555

Aims of the Health Centre

The health centre aims to empower young people by promoting positive mental and physical health through advice, support and guidance.

The health centre supports young people with any ongoing medical conditions. The health centre team are also available to discuss in confidence any physical/mental/sexual health issues that young people may encounter. The aim is always to prevent, promote and pre-empt health issues by good education and early intervention.

The health centre team care for young people who have become unwell or have been injured during the day and, if necessary, will contact their parents/guardians to arrange for them to be collected.

The health centre offers a supervised quiet area ('Chill Out Room') for pupils who are anxious or stressed. The team work very closely with all members of the pastoral team (including the school Counsellor(s)) and Housemasters/Housemistress (HSMs) to care for pupils' wellbeing.

When pupils require specialist intervention, the health centre team works with external health disciplines such as hospital-based diabetic teams, school health, CAMHS, epilepsy specialist nurses and GP services.

The team are also involved in delivering aspects of the School's Life Matters Programme (PHSE) e.g., CPR training.

The team also provide staff awareness sessions on specific medical conditions e.g., life-threatening Allergies, (Anaphylaxis) Diabetes, Seizures, Asthma, and ADHD.

Boarders

If a boarder is unwell, they will be admitted to the health centre and can remain there until well enough to go back to their boarding house.

All boarders of four nights or more are registered with Dr Vashisht, the School's Medical Officer who is based at The Red House Practice, 124 Watling Street, Radlett WD7 7JQ. Dr Vashisht holds a weekly surgery in the health centre where boarders can be seen. At other times, appointments can be made directly with the surgery and boarders will be accompanied by one of the healthcare assistants.

Pupil Access to the Health Centre

The health centre is open for emergencies from 8.00-17.45 every school day.

However, for non-emergencies (e.g., to take routine medication, to make appointments, to consult about non-emergency conditions or to ask advice), pupils may only visit the health centre at the following times:

- 08.00 – 08.30 (before school)
- 11.05 - 11.30 (breaktime)
- 13.05 – 14.00 (lunchtime)
- 17.15 – 17.45 (after school)

If they become too ill to continue their lessons, pupils may request staff permission to go to the health centre. In this case, the teacher needs to call ahead to the health centre to warn of the pupil's arrival. Due to the disruption to learning that this causes, permission will only be granted when a pupil is clearly unable to continue with their learning. In case of an accident or a pupil being taken seriously ill, one of the health centre team will be called to come to the pupil.

Important Points for Parents

The health centre team are available to treat minor illnesses, accidents and emergencies which occur during the school day.

If any day pupils fall ill during the school day, we have facilities to care for them, short term whilst parents make immediate arrangements for them to be collected (or, if it is a minor problem, until they are well enough to return to lessons).

If injuries/illnesses occur outside school hours, please seek medical advice from your own GP. Out of hours care should still be included as this is often more appropriate than trying to see a GP especially for sports injuries

It is important that pupils are not sent to School if they are unwell or if they have sustained an injury out of school hours which has not been treated.

It is essential that the school is notified of any treatment received outside school and of any treatment that may need to be continued during school time. The school doctor cannot see pupils who are not registered at the Red House Surgery.

It is the school's policy that all tablets/medication taken whilst in school must be given to one of the health centre team to administer as required. *They must not be kept by the individual.*

Over the counter and prescription-only medication can be issued to pupils by the health centre team in accordance with the School's Administration of Medicines Policy. Any prescription medication that a pupil needs to take during the school day must be supplied to the health centre by the parents following the guidelines laid out in the School's Administration of Medicines Policy and accompanied by an Administration of a Prescription Medication Consent Form (which is contained in the School's Administration of Medicines Policy as an appendix).

Young people who bring medication from overseas must have a doctor's letter written in English informing the School's Medical Officer of its name, dose and reason for requirement. The school is unable to administer any medication that is not recognised in the UK or clearly labelled in English.

All young people under the age of 16 must have written consent from their parents/guardians before any medication will be administered. This is given by parents/guardians when they complete the School Health Form at their child's point of entry to the school.

Immunisations & Vaccinations

The following vaccinations are currently offered in School via Hertfordshire Schools' Immunisations Team:

- HPV vaccines for all Year 8 pupils.
- Tetanus/Diphtheria and Polio boosters for all Year 9 pupils.
- Meningitis ACWY for all Year 9/10 pupils.
- Flu Vaccination for all Year 7 pupils

Specific information letters, including requests for parental consent, are sent out at the appropriate times.

Counselling

Aldenham uses the services of specialist counsellor, who are registered with the British Association of Counselling and Psychotherapy. Appointments can be arranged either via the health centre or your child's Housemaster/Housemistress.

Gum Shields

We believe that the wearing of a mouthguard/gum shield is exceptionally important while playing hockey to avoid the risk of serious injury to the face. You are welcome to purchase any mouthguard/gum shield you wish, but 'Opro' products are available to purchase from Stevenson's, the School's uniform supplier.

Dental Care & Sight Testing

Please note that the school is not responsible for regular routine dental check-ups and advises that your son/daughter see their own dentist during school holidays. If your child is a full boarder and requires emergency treatment, this will be offered privately through a local dentist. Costs for this will be added to the end of term school fees.

We would also advise that you have your child's vision routinely tested.

Confidentiality

The health centre provides a safe environment where the health centre team can have private consultations with pupils and staff.

All consultations with the health centre team will be treated in confidence. All records, both written and electronic, will be kept securely and accessed by the health centre team only.

Record Keeping in the Health Centre

Parents/guardians are asked to complete a medical form prior to their child joining the school. There is a link to this on the first page of this document.

All files/records and documentation are kept according to “The Code: Professional standards of practice and behaviour for nurses, midwives and nursing associates” (NMC 2018).

Each pupil/member of staff who visits the health centre will have their visit documented with any medication given recorded.

Pupils with additional medical needs can be identified on the school’s management information system.

Pupils with complex medical needs will have an individual care plan which is written, agreed by parents/guardians and held in the health centre and on the school’s management information system. This Care Plan is reviewed annually or whenever a pupil’s needs change.

Information is shared with staff in contact with the pupil on a ‘need to know’ basis. More details of these arrangements are detailed in the Medical Conditions at School Policy and in the Administration of Medicines Policy.

Guidelines in the Event of an Outbreak of a Notifiable Illness

A notifiable disease is an illness that can spread from one person to another by a variety of means: e.g., droplet, touch, body fluids. In a hospital situation, an outbreak is defined as two or more cases of the same infection within 24 hours. This would be a good starting point to work from in a school, but the health centre team and school medical officer will monitor all infectious cases carefully.

Pupils who start to show signs of the illness at school will be sent home. Their parents will be advised that they should not return to school until they are fully recovered and free from infection. They should consult their own GP if required.

In the event of a suspected infection outbreak, one of the health centre team will inform the Head of senior school/school medical officer/health protection agency.

Policies

Further details of the health care provision provided by Aldenham School is detailed in the following policies, all of which are available on My School Portal or on request:

- Medical Conditions at School Policy
- First Aid Policy
- Administration of Medicines Policy
- Medical care of boarders