

Special Consideration in School

You need to inform the Academy if your child has had hospital or surgical treatment and is returning to the Academy with stitches or plaster cast or if they need to restrict their Physical Education lessons and break-times. If your child has an on-going illness you may be required to come into the Academy to discuss this and agree a Healthcare Plan.

Prescribed Medication

Sometimes you may keep your child at home because they are taking prescribed medication. In many cases the Academy will be able to help your child take their medication and prevent unnecessary absence. If your child is taking prescribed medication during school time, as parent/guardian you must hand the medicine into Reception where you will be asked to complete a form giving details of medication and dosage and authorising a member of the Academy staff to give the medicine to your child.

Paracetamol

Paracetamol may be issued to pupils by the Academy for short-term use without prescription. This must be in accordance with the Academy's guidance. It must be labelled with your child's name, class and date, then handed to Reception where an authorisation form can be completed on the day required.

Informing School of Minor Illness

If your child is absent due to a minor illness you must contact the Academy to inform them of the reason for the absence (see parents' quick guide on the back of this leaflet). It is helpful if you let the Academy know the nature of the illness to help prevent it being spread to others in the Academy. Medical evidence may be requested to support your child's absence; for example, an appointment card/letter, medication or prescription etc.

THIS DOES NOT EQUATE TO A DOCTOR'S LETTER

Contact Details

You need to make sure the Academy has your current contact details including your work, home and mobile telephone numbers, and an alternative contact. It is important that the Academy staff are able to contact you during the day if necessary.

Help and Advice

If you need advice you can talk to a member of Academy staff or the school nurse. For any further medical advice you can call NHS Direct, visit your local chemist, Minor Injury Unit (MIU) or your GP.

Parents/Guardians' Quick Guide

If your child has medical appointment or is considered too ill to attend school.

DAY 1 OF ABSENCE – The Academy to be informed as early as possible on the day of absence giving the reason for your child's absence, any medical advice received relevant for the Academy and when you expect your child to return to the Academy.

SUBSEQUENT DAYS OF ABSENCE – The Academy to be updated on your child's progress, any medical advice given and when your child will return to the Academy if changed from initial information.

DAY 5 ONWARDS – Any absence for longer periods will need to be supported by medical evidence; for example an appointment card/letter, medication or prescription etc.

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Periods of Frequent, Recurring and Long-Term Absence Due to Illness

The Academy is likely to make contact with you to discuss your child's medical needs and attendance levels. In accordance with Academy policies and routines, there are a number of options available to help your child's health and school attendance.

Useful Contact Information

Waterleat Road Centre
Reception: 01803 403005
Attendance Line: 01803 403602
wrdadmin@paigntonacademy.org
attendance@paigntonacademy.org

Borough Road Centre
Reception: 01803 403003
Attendance Line: 01803 403721
brdadmin@paigntonacademy.org
attendance@paigntonacademy.org

NHS non-emergency number (24 Hours) - 111
NHS England - www.nhs.uk/conditions/pages/hub.aspx

School Absence



Guidance for Parents and Guardians Medical Appointments and Illness



This leaflet has been designed to help you make the right choices and advise you on the correct action to take when your child is ill.

Frequent absence is a serious problem for pupils as much of the work they miss is never made up, leaving these pupils at a significant disadvantage for the remainder of their school career. There is a clear link between poor school attendance and low levels of achievement. We need your help and support to deal with this problem.

At present the main reason for pupil absence from the Academy is illness. When deciding whether or not your child is too unwell to attend school ask yourself the following questions:

- **Is my child well enough to do the activities of the school day?**
- **Does my child have a condition that could be passed on to other children or school staff?**
- **Would I take a day off if I had this condition?**

Think carefully before keeping your child away from school for medical reasons. If they wake up saying they are unwell, consider whether the symptoms mean they have to stay at home.



Do not keep your child away from school 'just in case' when they could be in class learning with their friends.

If your child requires a routine medical appointment it should be made outside of school hours whenever possible.

However, if your child has an appointment in school time you should take an appointment card or the appointment letter to the school office so your child's absence can be marked correctly in the school register.

Common Conditions

Your local community pharmacy can provide advice, guidance and medication for a wide range of common conditions.

If your child is ill, it is likely to be due to one of the following minor conditions. Whether you choose to send your child to school will depend on how severe you think the illness is. The guidance in the following list may assist you:

CHICKEN POX

Children should be kept at home until the final blister crusts over, around 5 days from onset of rash.

COUGHS AND COLDS

A child with a minor cough or cold may attend school. However, if the cold is accompanied by a raised temperature, shivers or drowsiness, they should stay at home and you should seek a healthcare professional's advice.

EARACHE

Medical advice should be sought.

HEADACHE

A child with a headache does not normally need to be absent from school. If the headache is more severe and accompanied by other symptoms e.g. a fever, you should seek a healthcare professional's advice.

RASHES

Rashes can be the first sign of many infectious diseases. If your child has a rash, check with your pharmacist, practice nurse or GP before sending them to school.

TOOTHACHE

School attendance should be maintained until your child can be seen by a dentist.

VOMITING AND/OR DIARRHOEA

Children with these symptoms should be kept at home for 24 hours after their symptoms have gone. If symptoms persist or reoccur medical advice should be sought.

THERE IS NO REASON TO KEEP YOUR CHILD AWAY FROM SCHOOL FOR MINOR CONDITIONS SUCH AS:

- Acne
- Athlete's Foot
- Cold Sores
- Conjunctivitis
- Hand, Foot and Mouth
- Hay Fever
- Head Lice
- Insect Bites/Stings
- Mouth Ulcers
- Musculoskeletal/Period Pain
- Ringworm
- Slapped Cheek
- Sore Throat
- Threadworms
- Tonsillitis
- Warts and Verrucae

Prior to arranging a GP appointment, you should seek treatment and advice for these common conditions from your local community pharmacy. They can advise on schemes that may help to cover the costs of some medications. More detailed advice and information on these illnesses may be found at www.nhs.uk.

More Serious Conditions

ASTHMA

If your child has been diagnosed with asthma you will need to inform the school. It is your responsibility as parent/guardian to make sure your child has an inhaler in school, labelled with their name and not out of date. See the school asthma policy on our website or at the school office.

BROKEN BONES

School can often make arrangements, following medical advice, for children attending school with broken bones to stay inside where necessary. If your child has a broken bone please contact the office for advice following medical attention.

ECZEMA

Your child can attend school with eczema whilst being treated. They should only be absent from school on medical advice due to the eczema being severe.

GLANDULAR FEVER

This infection is not caught by day-to-day contact therefore your child does not need to stay away from school unless they feel too unwell to go.

IMPETIGO

If your child has, or you suspect they have, an impetigo infection, you must seek medical advice and keep your child away from school until the sores have scabbed over and are healing, or 48 hours after starting medication. Don't forget to wash your hands to prevent the illness spreading!

RAISED TEMPERATURE

You can usually identify a raised temperature through your child looking or feeling shivery. There are lots of reasons for a raised temperature and if symptoms persist you should seek medical attention. As soon as your child is feeling better they can return to school.

Remember, if you are concerned about any aspect of your child's health you should consult a healthcare professional. Advice can be obtained from NHS direct, your local pharmacy or GP.