

March 2024

Student Sickness Policy

This document relates to

Livability Nash College ✓

Rationale

Livability Nash College is committed to providing a safe and healthy environment for all staff and students. This policy provides guidance to enable staff and parents and carers to be well-informed about matters relating to a student's health when decisions need to be made about whether it is safe and/or appropriate for a student to attend college.

To enable students to be appropriately and well-informed about matters relating to their health when decisions need to be made about whether it is safe and/or appropriate for them to attend college.

Introduction and guiding principles

The health and wellbeing of our students is of paramount importance and a key factor in enabling them to access the curriculum. For the comfort and wellbeing of all students, staff and visitors, this policy provides guidelines to college staff and parents and carers to help them decide if a student is well enough to attend or continue attending college. However, in cases where there is doubt, parents, carers and students can discuss with a member of the college's Nursing Team. Alternatively, advice may be sought via the student's GP before allowing them to come to college.

Any decision made in relation to a student not attending college is always made in the best interest of the student and decisions are also held in balance with the fact that many of our students have a range of health conditions, including chronic health conditions, which may make them vulnerable to infection.

In addition, the college is also aware that many students' parents work and, whilst we will always aim to assist wherever possible, when a decision needs to be made that a student cannot attend college, the guiding principles of best interest for the individual and the broader college community will always guide the decision.

Some common illnesses and conditions

The following list gives general guidance for some common illnesses and conditions (this list is not exhaustive):

Infectious diseases

Any student who has been diagnosed by a healthcare professional with an infectious disease will be unable to attend college until they are no longer infectious. In order to ascertain the infectious period and when the student will be able to return to college, the Nursing Team will liaise with the student and their parents or carers, and, if necessary and appropriate, the healthcare professional, such as a GP, treating the student.

If necessary, the UK Health Security Agency (UKHSA) will be contacted for advice.

Vomiting and/or diarrhoea

In line with UKHSA guidance, any student who has had vomiting or diarrhoea must remain at home for at least **48 hours** after the last episode of vomiting or diarrhoea. In addition, the student must be able to tolerate their usual diet or enteral feed before returning to college.

The Nursing Team will always consider other medical conditions and/or medications which may have caused or contributed to an episode of vomiting or diarrhoea when making any decision with the college's Senior Leadership Team (SLT) whether a student can attend or continue attending college. This may include the Nursing Team contacting parents or carers to find out whether there has been a change in diet or medication which may explain or have contributed to an episode of vomiting and/or diarrhoea.

However, in the absence of any explainable cause, the Nursing Team are likely to request that the student remains at home for at least 48 hours in order to limit the risk of any infection spreading to others within the broader college community.

Coughs and colds

Minor coughs and colds are a common occurrence and a part of life, particularly during the winter months. A student who displays cold-like symptoms, for example but not limited to a runny nose or a mild and infrequent cough may, at the discretion of the college Nursing Team and SLT, be permitted to attend college. However, if the student is distressed or appears to be unwell and is unable to access the curriculum, or if their illness is having an impact on other students' learning, it is likely that a decision will be made that they cannot attend or continue attending college until the symptoms have improved.

Skin rashes

It is not uncommon for students at Livability Nash College to have marks on their skin. Sometimes this might be related to their use of an orthotic device that they wear or related to a sensory issue or behaviour. Some medications can also lead to changes in skin presentation.

If a student has a skin rash or unusual mark on their skin this will always be investigated by the college Nursing Team, especially if the rash and/or mark(s) are new and/or unexplained.

Additional advice and/or explanation may be sought from parent and carers, the student's GP or other medical professional, in order to determine if the rash is caused by an infection and whether the student is able to attend or continue attending college.

Post-surgery

If a student has had surgery, parents and carers must take advice from the student's medical professionals as to when it is advisable for them to return to college. In some instances, the college may require a copy of the discharge summary, and a fit to return note from a GP.

If regular analgesia is required, this can be administered by the Nursing Team under the direction of the medical professional who is the prescribing authority (and always in line with the college's Medication Management Policy and Procedure). Nurses will work closely with classroom staff when deciding if a student needs analgesia.

Parents or carers would be required to consult with the physiotherapist or nursing team to ensure any extra needs can be met in college post-surgery. For example, if a student has had orthopaedic surgery we would need to know about any changes in seating or hoisting arrangements, or after a VNS implant we would require a protocol from the hospital.

Arrangements if a student becomes unwell at college

If a student is unwell during the course of the college day the Nursing Team will check the student's temperature and other vital signs as appropriate (for example, oxygen levels).

A decision will then be made whether the student should remain in college. Further advice may be offered for the student to seek further medical advice, for example by attending a GP appointment or A&E.

If a student needs analgesia the nurse must first ensure that none has been given in the previous four hours, to avoid over-dosing, and also check the student homely remedy consent form.

If analgesia has been given to a student before coming to college, the nursing team should be made aware via the home communication book or via email. Emails should be sent to nash.nurses@nash.livability.org.uk

- if we are not made aware and the student requires analgesia before 12.30pm, or if the student has been in college less than four hours, the nurse will contact the parent/carer to find out this information.
- If no contact can be made, the student will not be given analgesia until after 12.30pm.
- After 12.30pm, or four hours after the student has arrived in college, analgesia will be given to those students whose parents require no further consent.
- The nursing team will attempt to contact parents or carers who have advised they want to be informed before any homely remedy is given.
- If parents or carers cannot be contacted, the nurses will use their clinical judgement and administer a homely remedy at the usual adult recommended dose, unless parents, carers or the student's GP have previously advised a lower dose. (All students have a signed consent form for paracetamol in their nursing file).

- When analgesia is given in college, the time and dose should be written in the home communication book by the nurse or healthcare assistant who administered it, and parents or carers may also be informed by telephone if this is felt necessary.

In all circumstances, when it is necessary for a student to return home during the college day it will be the responsibility of the parents or carers to collect or make arrangement for collection of the student.

If an ambulance needs to be called

If a student's condition deteriorates severely or they are very unwell while at college an ambulance will be called. Parents and/or carers will be notified accordingly.

If an ambulance is called the protocol below will be followed, as per Livability's Managing Complex Health Needs Policy.

- Nursing team or staff will alert the most senior member of staff to the situation (if they are not already aware) and family will be contacted by a nurse to notify them that an ambulance has been called.
- An ambulance will be called by one of the nursing team if they are free to do so. If they are not free then the most senior member of staff will do so, followed by calling the family.
- The most senior member of staff will notify reception that an ambulance has been called and a member of staff will ensure the ambulance is directed to the location of the young person.
- Where staffing allows a member of the nursing team will accompany the young person to hospital, if it is required they are taken there, or a member of staff.
- A member of staff will keep in contact with the family regarding the care and probable location of their child.

Working together

To maintain good relationships between parents, carers and college staff, here are some general points which help to avoid unnecessary telephone calls and requests for students to be collected.

Parents/carers

Communicate with the college via the home communication book or email any changes to a student's routine, such as medical changes, new medication, use of laxatives, immunisations,

late nights/poor sleeping; this information may help the nurses to decide whether an unhappy student is in fact an unwell student.

Ensure the college has up-to-date contact numbers. If parents or carers are going to be unobtainable on a day, they must ensure the college has details of another responsible adult who could collect the student if necessary. If the college cannot contact parents directly, all the numbers on the student contact sheet will be called.

If analgesia has been given, inform the college in writing via the home communication book or email nash.nurses@nash.livability.org.uk stating the name of the medication, the time and dose given and the reason.

Nursing team

Ensure all medication held for a student is in date, and that all requests for more medication are sent to parents prior to medication becoming out of date or no supply.

Nursing team and therapists

Communicate with parents if a student has not been responding in their usual manner so that parents and carers can observe any changes during the evening.

Liaise with other school staff, so that any calls to parents and carers are kept to a minimum.

Policy review

This policy will be reviewed periodically to ensure alignment with current guidelines and best practices. Updates or revisions to the policy will be communicated promptly to all staff and students.

Policy Ownership

Name	Version
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Student Sickness Policy	1.1
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Date published	Date for next review
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March 2024	March 2025
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Approved by	Signature	Date
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Martin Bentham		March 2024
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History	Date	Author	Reason
v1.0	March 2024	Richard Johnson	Policy created
V1.1	March 2024	Martin Bentham, Finn Emmerson, Rachel Hickman	Edited and reviewed

Appendices

This policy should be read in conjunction with the following linked policy documents:

- Medication Management Policy and Procedure
- Managing Complex Health Needs Policy
- Attendance Policy

Appendix 1 – Contacting Emergency Services

Request for an Ambulance

Dial 999, ask for ambulance and be ready with the following information:

- Your telephone number
- Give your location. Give explicit information about the site you are calling from.
- Alert them that a member of staff will stand outside the setting to show the nearest and most appropriate entrance to use.
- State postcode
- Give exact location in the setting
- Give your name
- Give name of young person and a brief description of their symptoms
- Inform Ambulance Control of the best entrance and state that the crew will be met and taken to the young person
- A member of staff to collate all medical protocols to be handed to paramedics.
- Speak clearly and slowly and be ready to repeat information if asked.

For completion after an incident that has required an ambulance to be called to site:

- Name of person calling ambulance
- Time of calling ambulance
- Approximate time of arrival on site
- Approximate time of departure
- Name of person calling the family
- Approximate time of calling the family and number/s called
- Brief note of the content of call (witnessed by/supported by)
- Brief summary of events leading up to and following calling the ambulance. (Follow incident reporting process for documenting this).