



Pupil Health & Welfare

PASTORAL CARE

Class teachers and Teaching Assistants see to the pastoral care of children, under the supervision of the Head Teacher. Other staff usually refer concerns / problems to Class Teachers. If we feel a child may require medical attention, through illness or accident, which is beyond our remit, we use your emergency contact list. We use a system of Text-Contacting for parents – using mobile telephone numbers supplied by parents.

It is vital that you keep us informed of changes of contact telephone numbers and addresses.

If we were unable to contact you in an emergency situation, we would contact your G.P. for advice then take appropriate action. A trained First Aider is on duty at all times, including times when children are on visits.

CHILD PROTECTION

Staff are required to report any suspicion of child abuse to the Head Teacher, who, as our Child Protection Officer, is legally obliged to determine what action to take. Statements are taken from staff and the Local Authority Child Protection Team may be contacted. Parents are encouraged to advise staff when accidents out of school have occurred. The Head Teacher will work with children and parents when pastoral problems arise. Other agencies can be consulted if parents so wish. Our aim is always to nurture and protect your children.

POLICY ON MEDICATION IN SCHOOL

The responsibility for administering drugs in school lies with parents. Children on regular medication should self-administer drugs. (Routines to be agreed for each child)

‘Over the counter’ medications *e.g. Calpol, Lockets etc* are **not** allowed in school. Prescribed drugs, which may be administered **by designated staff, must** be clearly marked with name, dosage and date. **Parents must complete the appropriate form before leaving medication.** Children are responsible for reporting to designated staff to receive their medication. The school is sympathetic to individual needs and may, following appropriate consultation, devise protocols for individual children. In such circumstances, individual contracts must be signed by all involved adults.