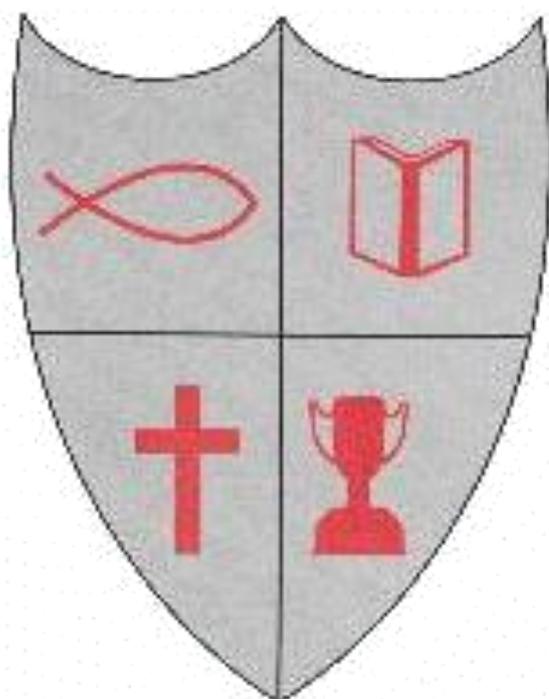


*Aughnacloy Primary  
School*



*Pupil illness Policy*

**AUGHNACLOY PRIMARY SCHOOL**  
**Pupil Illness Policy**

**1. Introduction**

This policy outlines procedures to be followed in the event of a pupil illness. As illnesses are diverse in nature it will not be able to cover all eventualities. It also does not cover children with a known medical condition, who have a logged care plan with the school.

*Article 24(health & health services)*

*"Every child has the right to the best possible health"*

**2. Absence Reporting Procedure**

If your child is not able to attend school, please send the class teacher a message via Class Dojo before 9am to let them know why your child can not attend.

If a child has been off school due to an illness and there has been no contact made to school, giving reason for the absence, an absent note (see attached sheets) must be filled in. This note must be given to the class teacher on the day of their return.

**3. Decisions regarding attendance or absence**

Families can sometimes be unsure about when their child should be kept off school, if they are unwell. This is a really helpful website which goes through the main childhood illnesses, explaining what you should do and when your child needs to stay at home and when they can go to school.

<https://www.nhs.uk/live-well/healthy-body/is-my-child-too-ill-for-school/>

Use common sense when deciding whether or not your child is too ill to attend school. Ask yourself:

- Is your child well enough to carry out the activities of the school day? If not, keep your child at home.
- Does your child have a condition that could be passed on to other children or school staff? If so, keep your child at home.
- Would you take a day off work if you had this condition? If so, keep your child at home.

## Common Conditions

Most illnesses can be classified as one of a few minor health conditions. Whether or not you send your child to school will depend on how severe you judge the illness to be..

Other References: [www.hpa.org.uk](http://www.hpa.org.uk)

### **4. Pupils who become Unwell at School**

If a child complains of feeling unwell at school the staff will initially monitor their condition and keep them comfortable depending on their symptoms. Sometimes getting some fresh air or sitting quietly for 10 minutes settles the child and they may recover.

If the child still feels unwell every effort will be made to contact their parents/guardians and failing that, their emergency contacts. It is therefore important to keep the school informed of any changes to home/mobile numbers or any change of home arrangements. During that time the child will be kept as comfortable as possible until a parent/guardian arrives.

In the event of a pupil having an accident during school hours, the first aiders will assess the severity of the accident and make the decision to apply first aid if appropriate. Any significant injury or accident will be reported to the parent immediately and on occasions where a prompt response is required; the school may take the decision to take the child to the nearest hospital.

### **5. Administration of Medication**

For children who require medication during the school day, please refer to our separate Administration of Medication policy.

### **6. Monitoring and review**

We are aware of the need to review the school Pupil Illness Policy regularly so that we can take account of any new initiatives, changes in legislation, developments in medicine or changes to the physical environment of the school.

April 2022

Dear Parent

According to our records, your child has been absent on the date(s) specified below.

You have not spoken to a member of staff regarding the absence(s), so we would ask you to please sign and detach the reply slip below, as the Attendance Officer requires accountability for all absences. We ask that you would you please return it to the class teacher at your earliest convenience.

Thank you for your help in this matter.

Yours sincerely

**Mrs J Clarke**  
**Principal**

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#### ABSENCE NOTE

Pupil: \_\_\_\_\_

Dates and sessions of absence(s) \_\_\_\_\_

Reason for absence \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_

