



Newbold School

Illness, Allergy, Medication and Medical Procedures

Reviewed September 2026 by J Crissey and M Jennings, A McCormac, C Turner

To be ratified by Newbold School Board of Governors Autumn Term 2026

Next planned review: September 2029

General Principle

If a child is clearly unfit for school, they must remain at home until fully recovered. This supports both the child's wellbeing and the prevention of infection spread.

If a child becomes unwell during the school day, parents/carers will be contacted and must arrange prompt collection. It is the responsibility of parents to ensure emergency contact details are always up to date and that any designated collector is known to the school.

Children who have taken medication to reduce fever or pain (e.g. paracetamol/ibuprofen) must not attend school.

Infection Control and Exclusion

The school has a duty to prevent the spread of infection and will take appropriate action where necessary.

Key guidance:

- **Fever (38°C or above):** Exclude until 48 hours after temperature returns to normal
- Vomiting/diarrhoea: Exclude until 48 hours after last episode
- Antibiotics: Child must remain at home for 48 hours after first dose
- Post-surgery/general anaesthetic: Minimum 48 hours absence, longer if advised
- Conjunctivitis: Child to remain at home until resolved (school policy)
- **Chickenpox:** Return when all spots have crusted over
- **Headache:** Mild cases may not require absence unless accompanied by other symptoms
- **Rashes:** Seek medical advice if unsure or accompanied by other symptoms
- **COVID-19:** Follow current government guidance

Children should only attend if they are well enough to participate fully in the school day.

Administration of Medication

Medication will only be administered when:

- It is prescribed and clearly labelled with the child's name
- Written parental consent is provided
- It is not for pain/fever management (unless detailed on an approved medical plan)
- Dosage, expiry date, and instructions are verified
- Medication is listed and approved on a child's specific medical plan or Individual Healthcare Plan (IHP) if it is non-prescribed.

A written record is completed for each administration and witnessed by a second adult. Parents are informed the same day.

Where possible, prescribed medication should be administered at home (e.g. before/after school).

Staff administering medication must be appropriately trained where required.

Medical Needs and Care Plans

Parents must inform the school of any medical conditions and provide updated information regularly.

- Care plans, risk assessments and allergy information are securely stored and shared with relevant staff
- Prescribed Medication such as inhalers and EpiPens must be provided by parents and kept in school, in date and accessible
- Staff are informed of children requiring emergency medication
- Medication must be taken on school trips
- Non-prescribed medications are listed, named (& approved) on the child's medical plan or Individual Healthcare Plan (IHP).

Parents are responsible for collecting medication at the end of the day where required.

Allergy Safety & Benedict's Law

The school is committed to providing a safe and inclusive environment for children with food allergies and other severe allergies. In line with the principles of Benedict's Law and the EYFS Statutory Framework, allergy management is a shared responsibility between parents/carers, healthcare professionals and the school. Staff are trained in allergy awareness and emergency response, including a theory and practical assessment. Allergy Action Plans, Asthma Action Plans and Individual Health Care Plans (along with other relevant documents) and filed in the Medical

Room. We have two spare adrenaline auto-injectors (AAIs) on site and have appropriate individual healthcare plans for pupils with serious allergies.

Parents/carers must provide up-to-date information about their child's allergies, prescribed emergency medication, and, where required, an Individual Healthcare Plan (IHP) or Medical Plan. The school will ensure allergy information is accurately recorded, shared with relevant staff, readily accessible, and that appropriate risk assessments and reasonable adjustments are in place to minimise allergen exposure whilst supporting full participation in school life.

Staff receive appropriate theoretical and practical training to recognise and respond to allergic reactions, including anaphylaxis and Benedict's Law. Emergency medication, including adrenaline auto-injectors (AAIs), will be easily accessible at all times and accompany children on educational visits and off-site activities. The two spare AAIs remain on site.

The school promotes allergy awareness through robust hygiene practices, careful management of food and allergens, and clear communication with families.

Children with identified food allergies, who have school dinners, are provided with red placemats at lunchtime to clearly identify their meals and reduce the risk of accidental exposure to allergens. Any food brought onto the school premises for a child to consume must be appropriately managed in accordance with the child's individual allergy requirements.

The school operates as a nut-free school by default, and families are asked not to send nuts or products containing nuts onto the school premises.

All staff are expected to remain vigilant regarding allergens and to follow the school's procedures for the safe management of children with allergies.

In the event of an allergic reaction, staff will follow the child's healthcare plan, administer emergency medication without delay, contact emergency medical services where required, inform parents/carers promptly, and record and review all incidents to support continuous improvement.

The school adopts a precautionary approach and works in partnership with parents to ensure children's safety at all times. Please also refer to our Food and Nutrition Policy.

Medical Procedures and Return to School

Following illness or medical procedures:

- Children should only return when **medically fit** (at least 48 hours following a general anesthetic or surgery).
- Medical evidence may be required.
- A **phased return** and/or **risk assessment** may be implemented alongside the parent/carer.
- Reasonable adjustments may include:
 - Reduced timetable
 - Rest breaks
 - Adjusted physical activity
 - Access to a quiet space

Where appropriate, work may be provided during long term absence and supported on return.

Attendance and Communication

Parents MUST:

- Notify the school **by 8.45am** on the first day of absence
- Provide a reason for absence
- Maintain communication for ongoing absence

If no contact is made:

- The school will follow safeguarding procedures, including contacting emergency contacts if needed.
- Home visits or external agency contact may be made if concerns arise

Children who are unwell will not be admitted to school or will be sent home if symptoms develop during the day.

Safeguarding and Duty of Care

The school prioritises the health, safety and wellbeing of all pupils. All procedures are implemented in line with the school's Safeguarding Policy and current statutory guidance, including the EYFS framework and *Keeping Children Safe in Education*. Any concerns regarding a child's health or welfare will be addressed promptly.

This policy is reviewed to ensure compliance with the Equality Act 2010 and to reflect current practice. It may be updated sooner in response to changes in legislation, guidance, or school need.