

### **Attending the School Clinic Policy**

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**Scope:**

The procedure for attending the School Clinic covers all pupils in South View School.

**Principles of the procedure:**

- Pupils that feel they require the attention of the School Nurse should approach the member of staff who they are allocated to at the time that attention is required. During break times this may be the member of staff who is on duty within the play areas.
- Using their judgment and discretion, the staff member shall give the pupil permission to attend the School Clinic.
- It may be necessary, depending on circumstances, for the pupil to be accompanied by an adult to the School Clinic. Early years pupils should always be accompanied by a member of staff.
- In all situations the pupil should be aware of the name of the Teacher sending them to the School Clinic.
- Upon arrival at the School Clinic pupils will be registered and assessed by the School Medical Team
- In the event that a pupil cannot return to class or where a pupil is required to go home due to illness or injury, the School Nurse will inform the parents; the teacher will then be informed via email that the pupil's parents are on their way to collect their child. Reception will also be informed.
- We will not put a child who is ill or distressed on a school bus or alone in a taxi. The parents must collect their child as a matter of priority.

## First Aid Flow Chart

