



Pupils Health and Attendance Policy

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School Business Manager:		Date:	07/05/2026
Headteacher:		Date:	08/05/2026

Date of Next Review:	April 2027
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1. Links to other policies and documents

The following policies and documents must be read in conjunction with this policy.

Attendance Policy	School Website
Supporting Pupils with Medical Conditions	School Website
Home School Agreement	Copy can be found on the School Website
Public Health Agency Guidance on infection control in schools	Public Health Agency pdf

2. Scope

This policy and procedure applies to all pupils and the school is guided by the Public Health Agency and the NHS.

3. Introduction

The aim of this policy is to set out our approach to sickness and medical procedures which impact pupils' attendance.

4. Pupil Absence Procedure and Policy

Procedure:

You should inform the school if your child(ren) are unwell and unable to attend school by telephoning 01920 870027 or emailing attendance@amwell.herts.sch.uk in the morning of the first day they are absent from school.

Policy:

If your child has an infection e.g. rashes and skin infection; diarrhoea and vomiting illness; respiratory infection or another infections as detailed on the [Guidance on infection control in schools and other childcare settings in Northern Ireland issued by Public Health Agency](#) you should support the school by adhering to the rules set out in the guidance as to the number of days they refrain from attending school.

If you deem your child is too unwell to swim, then you should keep them off school. For example, if your child has an ear infection and you do not want them to swim, they cannot come into school because we will not have the numbers of staff to accommodate this.



5. Procedure if pupil is ill on the way into school

If your child becomes ill after they have left home e.g. on Transport. We will:

1. Telephone you to say your child will be coming back home and the reason why e.g. sick on the bus.
2. Ask School Transport to drive your child back to your home.

6. Procedure if pupil is ill at school

If your child becomes ill whilst in school. We will:

1. Assess the situation
2. Discuss with the School Nurse
3. Call you to let you know that your child is ill and ask you to come and collect them
4. Call an Ambulance if necessary

Emergency Procedures for identified most vulnerable pupils:

Pupils identified as having a high-risk medical needs will have a dedicated mobile phone or walkie-talkie with them at all times. This will be used solely in emergencies and will directly call the school nursing team, who will know from the number which pupil needs medical support and react immediately.

7. School Nursing Team

7.1 Purpose:

To work in partnership with the school team, multidisciplinary team and families to provide holistic nursing care, enabling children and young people to fulfil their potential.

The nursing team work closely with the acute services with ENHT, Continuing Care, Training high, children's Community nursing and specialist nursing teams within the trust. In addition, they have close working relationships with Hertfordshire Community Trust Dieticians, Physiotherapists and Occupational therapists. Liaison between these MDT members, tertiary care centres, GP's, Education teams and Parents/Carers ensures a holistic care approach is taken for Children and Young People (CYP) attending the school.

7.2 Universal service to all pupils:

- Initial meeting with nursing team, completion of holistic nursing assessment and planning of care needs, consent forms
- Updating holistic, nursing assessment, care plans and consent forms
- Annual height/weight
- Education and Health Care Plan (EHCP) contribution
- Access to regular medical review with Paediatrician
- Access to special needs dental screening and immunisations, all held at school
- Transition, Clinics and support throughout this process
- Safeguarding support where required



- Nursing assessment and support of acutely unwell pupils

7.3 Medication in school

If your child needs paracetamol (Calpol) you must inform the school what time you gave your child a dose. Without this information the Nursing team cannot give a further dose.

7.4 Prescribed Medication

Any prescribed medication needs to be in the original container with the original label in the pupils name and in date.

8. Returning to school

8.1 Following Sickness or an Infection

You need to follow the guidance by Public Health and then send your pupil back into school as normal. If you send your child in too soon, we will ask you to come and pick them back up and take them home.

8.2 Stay in Hospital

If your child is admitted to hospital you will need to leave a full 24 hour period following the hospital admission and meet/call the school nurse prior to your child's return to school.

8.3 Anaesthetic

Please leave a full 48 hours after your child has received anaesthetic before returning to school.

8.4 Antibiotics

Please leave a full 24 hours after starting an antibiotic course before returning to school.

9. Emergency Contact Details

Please ensure you have **at least two Emergency Contact Numbers** for the school to use. If you are one of these numbers is out of the country, please supply us with another one. If possible, it would be **best practice to provide the school with three Emergency Number**.