



DOWEN COLLEGE LAGOS

OUR HEALTH POLICY

1. This policy is basically for students and it applies to all staff, including managers and board of governors, volunteers, parents/guardians or anyone working on behalf of Downen College Lagos.

2. Purpose

Downen College is committed to the provision of an effective system of first aid management to protect the health and safety of all school employees, students and visitors. The school's policy applies to all who may be affected by injuries or illness resulting from school activities, whether on or off school premises for school activities.

3. Parents will be required –

- a. To notify the school if their child has a medical condition.
- b. Parents are also required to submit a recent medical certificate of their children during the admission procedure
- c. To discuss the care and treatment required with the school doctor or nurse and if necessary an individual Health Care Plan may be considered. The Principal or the Director of Administration will need to approve to any special provision of care as advised by the school doctor.
- d. To provide any necessary medication and check expiry dates in accordance with the school Medicine Policy. Students are not allowed to keep any medication in their possession, except approved inhaler for Asthmatic conditions which may need to be carried on their persons. Medications should be handed over to the sickbay and utilised under supervision.
- e. To notify school of any changes in their child's condition or treatment.
- f. To inform school of any activities which may require additional supervision.
- g. To keep their child at home when they are unwell.
- h. Parents should note that the school will not be liable where there has not been full disclosure of a child's health or where false information has been given.
- i. Parents will be required to pick up their wards from school if the school determines the health condition requires further attention or agree that the child is taken to our affiliate hospital in cases of emergency.

- j. The school reserves the right to refuse accommodation in the hostel to students with significant health challenges.

4. Staff –

- a. Will have access to guidelines on recognition of students with specific medical conditions
- b. Specifically the School Doctor will have access to students' medical records on their admission into the college and manage same throughout each students stay in the college.
- c. If a student has an Individual Health Care Plan and/or Risk Assessment this will be disclosed to the home room tutor by the Medical Doctor and The Director of Finance and Administration.
- d. New staff will be informed of the Chronic Illness Protocol during induction and the above points highlighted.

5. The School Doctor

- a. Will be available to parents to discuss ongoing concerns
- b. Will liaise with students, parents, staff and health professionals as necessary.
- c. Will ensure there is an accessible updated information on students with specific medical needs.
- d. Will notify staff of any newly diagnosed or new students with medical needs.
- e. Will ensure that relevant staff are notified if certain activities are limited for individual students.
- f. Arrange for a student/staff/visitor to receive first aid treatment if they take ill in the school premises and movement to the schools hospital if need be.
- g. Arrange for parents to be informed when students are treated at the sick bay.
- h. Call up parents requesting them to collect their children from school on medical grounds should the need arise.
- i. Manage the sick bay in conjunction with the school nurses

6. Procedure For Collecting Information About Students With Medical Conditions

When joining the school, parents/guardians are asked to declare any medical condition their child may have. Parents are requested to inform the school of any change in their child's medical condition and contact details when required. Annually, parents will confirm details held in the Childs file.

7. School trips/residential visits

- a. Staff will ensure that they are well informed regarding all medical conditions of staff and students prior to any school journey. The school doctor can provide a list of known medical conditions for all students involved in the trip on request.
- b. Students and parents are reminded that all prescribed medications must accompany the student and that the member of staff in charge of the trip informed of the name, dosage and frequency of administration of the medicine.
- c. The school doctor will be available to help group leaders with risk assessments and provide medical details as required.

8. Monitoring

The policy will be reviewed a year after development and then every three years, or in the following circumstances as approved by the Board of Governors:

- a. Changes in legislation and / or government guidance
- b. As a result of any other significant change or event.

Signed: Principal / Head of School: Mrs. Adebisi Layiwola

Date: 30th August 2021

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