

## **Illness and First Aid Policy**

Children come into contact with many other children and adults in a school environment causing them to contract infectious illnesses. They also play sports and participate in group activities, where it is more likely for them to fall and get injured. We implement strategies to minimize the risk of accidents and the spread of infectious illness. It is imperative that families cooperate and communicate with the school properly in order to maintain and support the health and safety of all children in our community.

### **Aims / Purposes:**

- Each child's health needs are supported and protected
- Steps are taken to control the spread of infectious diseases and to manage injuries and illnesses
- Healthy eating habits / lifestyle is promoted
- Children are supervised at all times
- Every reasonable precaution is taken to protect children from harm and any hazard likely to cause injury

### **In Collaboration with Good Practice Clinic**

New Zealand School Jakarta works in collaboration with Good Practice Clinic in Kemang for advice and support for accidents, emergencies and illnesses. In an emergency, Good Practice will be our point of contact for advice and support. If a child needs to go to the clinic for treatment and parents cannot be reached, the school will take the child to Good Practice Clinic or another hospital close by.

### **Monitoring children's health**

Our educators and staff are not medical practitioners and are not able to diagnose whether or not a child has an infectious illness. However, if an infectious illness is suspected, the school may ask the family to collect their child from school as soon as possible or not bring the child to school. The school may request families to seek medical advice and provide a medical certificate stating that the child is no longer infectious prior to returning to school.

## **Promoting Good Hygiene**

At our school, we place a high priority on maintaining a healthy and hygienic environment for all students, staff, and visitors. As part of our illness and first aid policy, we are committed to promoting good hygiene practices throughout the school community. Regular handwashing with soap and water is strongly encouraged, especially before meals and after using the restroom. Hand sanitizing stations are available at key locations across the campus. Our cleaners regularly clean and disinfect classrooms and other areas of the school. Additionally, we will actively educate students on proper coughing and sneezing etiquette to prevent the spread of germs. By working together to uphold these hygienic standards, we aim to create a safe and illness-resistant environment that prioritizes the well-being of everyone within our school community.

## **Children who become sick at home**

A child should not attend school if they:

- are unwell and unable to participate in normal activities or require additional attention
- have had a temperature, vomiting and/or diarrhoea in the last 24 hours
- have started taking antibiotics in the last 24 hours
- have a contagious illness or disease (including nits and head lice)
- have been given medication for a temperature

## **Children who become sick at school**

Children may become unwell throughout the day, in which the school will respond to children's individual symptoms of illness and contact parents to collect their child. A child who has diarrhoea / has vomited whilst at school will be sent home and should return once a Doctor's Certificate has been produced.

If a child has a high temperature, the school will attempt to lower the child's temperature by:

- Taking off their shoes and socks
- Applying a cool cloth behind their neck or on their forehead
- Administer paracetamol **only with parental content.**

The sickbay is an area where the child can rest, whilst being supervised.

## **Common Colds and Flu**

The common cold is very common in children occurring 6-10 times a year on average. Symptoms may include coughing, runny nose and a slight temperature. In circumstances where a child appears to have a cold or flu symptoms, our staff will determine if the child is well enough to continue or if the child requires parental care. Families should understand that a child who is unwell will need one-on-one attention which places additional pressure on staff ratios and the needs of other children.

## **First Aid**

Our teachers and staff participate in first aid training on a regular basis. They can advise and support small injuries and illnesses, however, they are not medical professionals. If required, we will seek further guidance and support from an authorized health clinic. Our staff will not administer any medication without parent content. However, if required, our staff can apply creams, gels, heat / cool patches, bandages, bandaids, ice bags, disinfectants for small injuries / accidents.

The school will call an ambulance or take the child to the Emergency clinic on the following occasions:

- In the event of a significant injury or head injury
- If bleeding cannot be controlled
- In the event of a period of unconsciousness
- Whenever a fracture or break is suspected
- Whenever the first aider is unsure of the severity of the injuries

## **Administering Medication**

- It is preferable that children take medicine at home, before or after the school day.
- If medicines (including asthma pumps) are to be administered in school, the parents must complete and sign an agreement form which must be handed into a member of the office team before any medication can be administered.
- The school will not be held responsible for any side-effects due to the correct administration of prescribed medication.
- No pupil will be given medicine without parental consent unless there is a clear and dire emergency and ambulance / emergency personnel are in attendance.

## **Excluding children from attending school**

The need for exclusion and the length of time a person is excluded depend on how easily the infection can spread, how long the person is likely to be infectious and how severe the disease can be. To protect the health of children and staff within school, it is important that children and staff who are ill are kept away from school for the recommended period.

When a child has been diagnosed with an illness or infectious disease, the school will refer to professional advice from an authorized clinic. When an infectious disease has been diagnosed, the school will share any appropriate documentation and alerts for families including information on the illness/disease, symptoms, infectious period and the exclusion period.

Children that have had diarrhea and vomiting will be asked to stay away from school for 48 hours after symptoms have ceased to reduce infection transmission as symptoms can develop again after 24 hours in many instances.

## **Notifying families and Emergency Contacts**

It is a requirement that all emergency contacts are able to pick up a child from school if required. If families and / or Emergency contacts numbers cannot be reached, the school will refer to professional advice from an authorized clinic about the next steps. If the injury or illness is serious, the school will take the child to the Health clinic of our choice.

## **Families Responsibility**

It is required that families submit a full health record during enrollment and communicate to the school if your child has any illnesses or health concerns. If there are any updates throughout the year, it is the responsibility of the family to communicate this to the school. Also, in order to prevent the spread of disease, families are required to monitor their child's health, in particular:

- Runny nose
- High temperature
- Diarrhea
- Red, swollen or discharging eyes
- Vomiting
- Rashes
- Irritability, unusually tired or lethargic