

School Nurse Policy

Academic Year 2025-26



**ST.GEORGE
BARCELONA**



School Nurse Policy & Guidelines

Visiting the School Nurse Policy

Purpose

To ensure the health, safety, and well-being of all students and staff by providing clear procedures for accessing the school nurse.

Scope

This policy applies to all students, staff, and visitors at the school.

1. When to Visit the Nurse

- Illness symptoms (e.g., fever, nausea, dizziness)
- Injuries occurring during the school day
- Administration of prescribed medication
- Chronic health condition management (e.g., asthma, diabetes, allergies)
- First aid following an accident

Non-urgent matters (e.g., minor scrapes, 'just feeling tired') should be addressed by the teacher unless symptoms worsen.

2. Referral Procedure

- During Class Time: Primary students must obtain a Nurse Pass from their teacher. Secondary students should collect a Nurse Pass from the Secondary office.
- During Break/Lunch: Students should ask a member of staff on duty, and then collect a Nurse Pass from the Main Reception on their way to the nurse.
- Emergencies: In severe cases (e.g., difficulty breathing, heavy bleeding), staff should call the nurse immediately and the student should remain in place until the nurse arrives.

3. Parental Contact

Before parents are contacted, the school nurse should contact SLT to confirm the reasons behind the phone call.

- A student is too unwell to continue in school.
- An injury may require further medical assessment.
- There has been a head injury (even if mild).

4. Record Keeping

All visits will be documented in the school's medical log, including:

- Date and time of visit
- Presenting issue
- Treatment given
- Any follow-up actions or referrals

Guidelines for the School Nurse's Roles and Responsibilities

Role Purpose

To provide high-quality health care within the school setting, promote a healthy school environment, and act as a liaison between home, school, and external healthcare providers.

1. Health Care Provision

- Provide immediate care for illnesses and injuries.
- Administer medication in accordance with school policy and parental consent.
- Monitor students with chronic medical conditions.
- Maintain and restock first aid kits around the school.

2. Health Promotion & Education

- Promote hygiene and healthy lifestyle practices among students and staff.
- Support health-related elements of the curriculum where relevant.
- Offer staff training in basic first aid and emergency procedures.

3. Record Keeping & Compliance

- Maintain accurate medical records in compliance with data protection laws.
- Ensure care plans are in place for students with medical needs.
- Track immunisation records where required by law.

4. Emergency Preparedness

- Lead the school's response to medical emergencies.
- Participate in risk assessments for school trips and events.
- Train staff in recognising and responding to health emergencies (e.g., asthma attacks, anaphylaxis).

5. Liaison & Communication

- Communicate promptly with parents/guardians regarding student health concerns.
- Collaborate with teachers, leadership, and external healthcare providers to support student well-being.
- Participate in safeguarding procedures when health concerns may indicate welfare issues.

Quick Reference: When to Send a Student to the Nurse

Send Immediately:

- Difficulty breathing, chest pain, severe asthma attack
- Heavy bleeding or suspected fracture
- Head injury
- Seizure or loss of consciousness
- Severe allergic reaction (call emergency services)

Send Soon (with Nurse Pass):

- Persistent headache or stomach ache
- Fever or signs of infection
- Vomiting or diarrhoea
- Mild injury requiring cleaning or dressing
- Ongoing illness symptoms impacting learning

Do Not Send (monitor in class unless symptoms worsen):

- Minor grazes easily treated in class
- Mild tiredness or boredom
- Small paper cuts