

Boarder Injury, Illness and Access to Health Services Policy

Source of Obligation

Section 3.4(a) of the Australian Boarding Standard requires the Boarding School to implement policies and procedures in relation to the management of boarder health and wellbeing.

Additionally, the NSW Registration Manual (3.11.6) requires registered non-government boarding schools to have policies and procedures for the health care of boarders.

The Armidale School's Policy

The focus of The Armidale School's Boarding School is the boarders. The Armidale School is committed to the health and wellbeing of all boarders.

It is our policy that:

- we have implemented procedures for caring for ill or injured boarders; and
- we have clear guidelines for boarders' use of health services both on and off campus;
- we provide medical support and guidance for boarders; and
- provide health education to boarders.

Boarder Critical Illness or Injury Procedure

- Where a critical incident occurs which presents an immediate and serious danger to a boarder's health or wellbeing, an ambulance should be called immediately by calling emergency services on 000.
- Following the calling of emergency services, where practical, the **School Nurse**/Boarding Staff member in charge of key medical incidents should be notified.
- All boarders are to be accompanied by a staff member if they are to be hospitalised or seek immediate external medical treatment. If the illness or injury occurs on the boarding campus, the staff member will be the Head of House or another delegated staff member.
- If the illness or injury occurs during an off-campus extra-curricular activity, the staff member may be a coach or supervising staff member. These staff members should contact the Head of House immediately to arrange the Head of House or another delegated staff member to attend the hospital or external medical facility.
- In all cases of critical illness or injury, the Head of House is to make immediate arrangements to inform the boarder's parent/carer. Once at the hospital or external medical facility, and depending on the level of care and the procedures/tests being undertaken, the Head of House is to ensure the doctor in charge makes contact with the parent/carer to speak directly where possible.
- When the boarder is discharged, or their parents/carers arrive, the staff member may return to the School. Alternatively, the staff member may return to the School once the boarder has been admitted and is settled under the care of hospital staff.

Boarder Non-Critical Illness or Injury Procedure

This procedure aims to explain, in plain English, the steps to be taken if a boarder displays signs of illness or injury which are not critical and do not require immediate emergency care.

Boarder Illness or Injury During School Hours

- Boarders who become injured or ill during the school day are to be referred to the **School Nurse**.
- If the illness or injury is such that a boarder cannot remain at school, they will be taken back to the Boarding School.
- If the illness or injury is such that the boarder needs additional medical treatment, the boarder will be taken to a doctor by Boarding Staff and the boarder's parents/carers will be notified.
- If the illness or injury is such that a boarder cannot remain at the Boarding School their parents/carers should be contacted for collection.

Boarder Illness or Injury Outside of School Hours

- Boarders who become injured or ill outside of school hours should notify supervising staff or the Head of House. On their direction, boarders may proceed to the Boarding health centre, or to the rostered staff member in charge of the management of key health events.
- If the injury or illness is such that a boarder cannot remain in the Boarding School, their parent/carers should be contacted for collection.
- If parent/carer collection is not feasible, a boarder may be taken to a doctor by Boarding Staff.

Infectious Diseases - Boarders

- If the boarder is displaying signs of infectious disease, refer to our **Infectious Diseases (Student) Policy**.

Boarder Medical Conditions

At The Armidale School there are a number of boarders with existing and ongoing medical conditions that require appropriate adjustments, monitoring and medical attention.

These include, for example:

- allergies (including food allergies);
- dietary requirements (e.g. gluten intolerance);
- diabetes; and
- epilepsy.

The Boarding School has developed a **Boarding Staff First Aid Training and Accreditation Policy** that includes procedures for the management of key health incidents. Our **Student Duty of Care Program** also contains additional policies for the management of existing and ongoing medical and health conditions of all students at the School, including boarders.

The Armidale School's Health Facilities

We have the following on-site medical facilities, a Medical Centre that is manned by a Registered Nurse during the day and a Registered Nurse on call 24 hours a day, 7 days a week.

Where additional health services are required, The Armidale School uses **General Practitioner Dr David Thew, Rusden St Medical Practice, 211 Rusden Street Armidale NSW**.

24-Hour Emergency Medical Access

In the event of a medical emergency involving a boarder, Boarding Staff will call Triple Zero (000).

If a boarder is sick but it is not a life-threatening emergency and they do not require immediate medical attention, Boarding Staff will contact the **School Medical Centre Nurse n 0428 152 291**.

Boarding Staff Responsibilities

All Boarding Staff are responsible to ensure that:

- they act in a way that demonstrates the welfare of the boarder is paramount;
- they deal with injuries and health issues as an immediate priority;
- parents/carers are notified as soon as is practically possible in the event a boarder is ill or injured; and
- safe transport of boarders is provided when required.

Implementation

This policy is implemented through a combination of:

- Boarding Staff training;
- effective incident notification procedures;
- effective communication procedures;
- effective record keeping procedures;
- tasks administered through our **Compliance Program**; and
- initiation of corrective actions where necessary.