



## PREP MEDICAL REGULATIONS

### **Registration for Medical Services:**

All pupils who are BOARDING at Summer Fields are required to register with a National Health Service General Practitioner in Oxford. Pupils at Summer Fields are registered with **Dr Kyle Knox, Summertown Health Centre, 160 Banbury Road, Oxford. OX2 7BS**. Registration can only be processed on completion of the enclosed GMS1 Registration Form, Child Registration Questionnaire and Summary Care Record form. Please put Summer Fields School address as the *Home Address*, and your current home address under *Your Previous Address in UK*. This form can be used if this is your son's first time registering with an NHS GP by providing the date he first came to live in the UK. All DAY BOYS at Summer Fields remain registered with their family GP.

### **Medical History & Care of On-going Conditions:**

Please provide full details of your son's medical history by completing the attached Health Questionnaire. It is important that all medical information is returned by the date on the Questionnaire. If your son is under medical supervision on entry to the school, a report from the doctor concerned should be sent to Dr Knox via Sister. All new boys will have a basic medical in their first term which includes screening of height, weight. Any relevant medical history will be brought to the School Doctor's attention and your son may be seen in the School Doctor's clinic in Hobsons. If you have any concerns about your son's health or well-being that you wish to discuss with the School Doctor, please contact Sister to arrange an appointment.

### **Childhood Immunisations:**

All pupils should be up to date with childhood immunisations before entering the School. The schedule recommended by the UK Department of Health is outlined on the Health Questionnaire. If your son is not up to date, the necessary immunisation can be organised with your written consent, please inform Sister on entry. Travel vaccinations can also be arranged for pupils if adequate notice is given; you will be required to complete a Travel Risk Assessment Form and provide written consent for all immunisations to be administered.

### **Dental and Optical Care:**

Routine dental checks and eye tests will be organised by parents during holidays and leave outs wherever possible. Sister can arrange for **emergency** dental/orthodontic care, on a private basis, in Oxford. If your child wears glasses a spare pair should be sent in to Hobson's in case of accidental breakage or loss.

### **Illness during Holidays/Leave Outs**

If your son has an operation, accident, illness, immunisation or treatment during the holiday's parents must inform Sister and provide any reports promptly. Please keep Sister informed of any developments about his condition. It is essential that all medicines (prescription or non-prescription) are given directly to Sister so that she can inform the School Doctor and authorise their administration.

Should your son be in contact with, or suffer from, an infectious illness during the holiday please notify Sister **before** returning to school. Sister will provide guidance about when he can safely return to boarding. As a general guide, pupils with vomiting and diarrhoea, fever or a minor infectious illness should not return to school until medical clearance is given or until 48 hours after symptoms have ceased.

### **Seeing a Doctor during the Holidays:**

If your son needs to see an NHS/home doctor during the holidays this should be as a “**Temporary Patient**”, otherwise he will be de-registered with the School Doctor and all medical records transferred out of Summertown Health Centre which may cause a problem in the event of emergency. Parents will be required to complete all NHS registration forms again to re-register with Dr Knox.

### **Medications Administered at School:**

Pupils must not bring medication into school or Lodge for personal use. All medicines, including vitamins and supplements, must be handed to Sister for authorisation before being administered. Sister can only authorise medication that is licenced to be administered in the UK / EU e.g. a medicine prescribed for a pupil by a UK registered GP or a non-prescription medicine where the name and instructions are given in English. Sister is not permitted to authorise medicines that are in a foreign language, un-licensed, unidentifiable, un-dated, not in original packaging or that are not suitable for a child of a certain age (e.g. some cold remedies). Sister will ask the School Doctor to review medicines that do not meet the required criteria before it can be administered safely in school or for a UK equivalent to be prescribed if continued use is indicated. The School Doctor also agrees a list of over the counter medications which can be administered by Sister to treat minor ailments. Lodge Parents are also responsible for administering a limited number of over the counter medicines in Lodge. Administration records are shared between Sister and Lodges to avoid any duplication. Pupils who have asthma are responsible for carrying their own reliever inhalers in school, labelled with their name/number, for prompt self-administration.

### **Allergies and Special Diets:**

Please complete the attached Allergy Questionnaire giving details of allergies and any medication. If your son is prescribed an adrenalin pen please contact Sister for information on the policy for boys with severe allergies. Please bring adrenaline pens and a copy of the emergency care plan on arrival at school.

### **Emergency Treatment**

Except in the case of minor ailments/injuries, Sister will ensure that you are informed if your son is unwell or injured. Whilst every endeavour will be made to contact you or your representative promptly in the event of an emergency please complete the “Consent for Medical Treatment in an Emergency” form so that your son can be given any necessary treatment as soon as possible in the event of an emergency.