

## **SICK STUDENTS POLICY (HOSTEL)**

### **Policy**

This policy is designed to ensure that hostel students who are sick are properly looked after.

### **Procedures**

1. The duty supervisor is responsible for attending to sick students.
2. The duty supervisor will ask students who are feeling a little unwell in the morning to get up, have a shower and then see how they are feeling, before deciding whether they stay at the hostel.
3. Students who are too sick to go to school in the morning remain at the hostel and the college is phoned and informed of their absence by the duty supervisor.
4. Students who become sick whilst at the college report to the office and are cared for in the first aid room. If they are very sick the office staff will ring the hostel and ask the duty supervisor if the sick student may come home.
5. If the absence from school is longer than one day, the student is required to see a doctor on the second day.
6. If a student becomes very sick, their parent / caregivers are immediately informed by hostel staff.
7. Any student who is diagnosed with an infectious disease is removed from the hostel and placed into the home of a teacher or other responsible adult where they can be isolated until the parents can make arrangements for the student to return home until such time as they are deemed well enough to return to the hostel.
8. Students who are sick for long periods of time are strongly encouraged to return to their home to recuperate.
9. In the event of a pandemic the guidelines issued by the Ministry of Education will be followed.