



School

**Dunedin Rudolf Steiner**

Learning with head, heart and hands

## **Health – Student and staff - procedure**

*To ensure children and staff who become unwell are cared for appropriately:*

1. Should a person become unwell while attending the School a staff member will isolate the person (in the office or a corner of the classroom), ensure they are comfortable and adequately cared for until an adult arrives to collect them.
2. The child's parent or the next of kin will be contacted and asked to collect the person/child.
3. If parents or next of kin are unavailable the emergency contact person (on the enrolment form) will be asked to come and collect the child

*To ensure that the spread of infectious diseases is kept to a minimum:*

1. When children are clearly unwell parents are asked to keep their children at home. Parents should ring the School and inform staff that their child will be absent and the reason why. When staff are clearly unwell they are asked to return home.
2. When a child has had diarrhoea, conjunctivitis, vomiting or other contagious illness parents are asked to ensure that their child does not return to the School for at least 48 hours after the symptoms have ceased. When a staff member has had diarrhoea, conjunctivitis, vomiting or other contagious illness they are asked to stay home for at least 48 hours after the symptoms have ceased.
3. A child or staff member suffering from any infectious or contagious disease or condition shall not attend school until such time as the contagious period is past. Refer to the Contagious diseases poster held in

the office. The Licensee, person responsible and the Principal have the discretion to exclude children with health conditions not noted above.

4. Children and staff, who are not immunised against measles, or have no immunity to measles, who have been in close contact with a measles case during the infectious stages must be excluded from school for 14 days from their last contact. (Refer to Health (Immunisations) procedure).
5. Gloves must be worn at all times when dealing with body fluid, cuts grazes etc. Contaminated waste must be discarded into the rubbish bins in a plastic bag. All linen and equipment used in delivering first aid must be cleaned with a bleach solution.
6. When a child is enrolled at the school, their parents are requested to provide to the office, either before or promptly after enrolment, a duly completed immunisation certificate in respect of that child. (Health (Immunisation) Regulations 1995).

*Nits and Headlice*

7. Nit and Headlice are a recurring problem at every school. Parents are asked to check their child's head regularly for nits or lice. If they are detected then the child should not come to school until the head lice have been treated. If lice or nits are discovered at school, the parents will be called in to take their child home for treatment.

*Please also refer to the Health (Immunisations) Regulations procedure*

---

Signed: ..... Designation: .....

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_ Review Date: \_\_\_\_/\_\_\_\_/\_\_\_\_