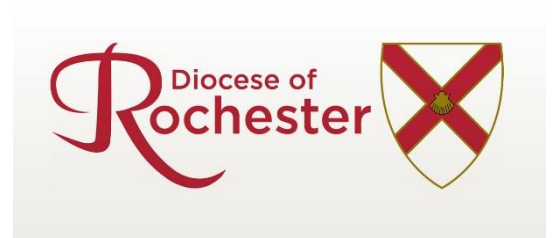




*Happy Children and Limitless Learning in an Anglican Christian School  
A place where everyone can flourish*

# Old Bexley CE Primary School

## Healthcare Pack September 2023



# CONTENTS

Page 3	Introduction
Page 4	Safeguarding
Pages 5 & 6	Medicines in School - Information for Parents/Carers
Page 7	Infectious Diseases
Page 8	Edwards & Ward - School Meal Provider
Pages 9 & 10	Packed Lunch Advice
Page 11	Food Allergens
Pages 12 & 13	Allergies
Page 14	Asthma card
Pages 15	Asthma Attack Flow Chart
Page 16	Sun Smart
Page 17	Glue Ear
Page 18	Diabetes
Page 19	Bexley 0 to 19 School Nursing Service
Pages 20 & 21	Children and Family Centres - London Borough of Bexley
Page 22	Useful Websites

# **INTRODUCTION**

We would like to welcome you to your new school and hope you will find this healthcare pack useful.

**Please do not hesitate to contact us if you have any queries:**

Mrs. Hill – Assistant Principal and SENCo

Mrs. Bevan – Office Administrator and Medical

TEL: 01322 527981

Email: [admin@oldbexley.bexley.sch.uk](mailto:admin@oldbexley.bexley.sch.uk)

# SAFEGUARDING

We at Old Bexley CE Primary School are committed to protecting children from harm and believe it is the responsibility of everyone in the community to do this too.

**If you have concerns over a child please contact:**



Mrs. J. Ivil – Principal and Safeguarding Lead



Mrs J. Netherton – Vice Principal and Deputy Safeguarding Lead



Mrs. G. England – Vice Principal and Deputy Safeguarding Lead

**OR** a member of the Senior Leadership Team

**If out of school hours, contact Children's Social Care:**

- Call Children's Services at the Multi-Agency Safeguarding Hub (MASH) on 020 3045 5440 and speak to a social worker. If you're worried you'll be put in a difficult position, you can speak to them anonymously. The opening hours are Monday to Friday 9am to 5pm
- if it's out of hours, call 020 8303 7777 or 020 8303 7171
- drop in and see us at Civic Offices, 2 Watling Street, Bexleyheath DA6 7AT
- You can contact the police on 101, or 999 in an emergency
- The NSPCC can also provide advice on 0808 8005000

# **MEDICINES IN SCHOOL - INFORMATION FOR PARENTS/CARERS**

Children with medical needs have the same rights of admission to our school as other children. The school is committed to ensuring that children may return to school as soon as possible after an illness, (subject to the health and safety of the school community) in line with our policy on medicines.

Here are a few reminders on our policy relating to medical conditions in school:

## **PRESCRIBED MEDICINES**

- Medicines should only be in school when essential; that is where it would be detrimental to a child's health if the medicine were not administered during the school day, e.g. Auto-injector (Epipen/Jext) pens.
- It is helpful if medicines are prescribed in dose frequencies which enable it to be taken outside school hours. For example, medicines that need to be taken three times a day could be taken in the morning, after school hours and at bedtime.
- Should your child need any medicines administered in school time, we will provide you with an **agreement form which must be signed beforehand**. We will keep a record of any medicines administered and inform you.
- **Staff at Old Bexley CE Primary School will only administer medicines from a written prescription from a doctor, dentist or nurse, following agreement with the school.** Medicines will only be accepted in the original container/bottle, as dispensed by a pharmacist, which should include the child's name and prescriber's instructions for administration.
- ALL medication **must be handed in to the school office** and once logged, it will be distributed and stored appropriately.
- Medicines will be kept in the office or class medical box.

## **NON PRESCRIBED MEDICINES**

Non-prescribed medication will be given on recommendation from a GP or pharmacist for medical conditions. **An agreement form must be completed and signed by the parent before medicines can be administered.** Throat lozenges and cold remedies are not permitted in school. The safeguarding of all pupils is of high importance.

**No child should self-medicate or bring medication into school.**

If a child refuses to take their medicine, staff will **not force** them to do so, but will note this in the records and inform parents as soon as is reasonably possible.

## **CHILDREN WITH ASTHMA**

Children who have inhalers should have them available where necessary. Inhalers are kept in a marked 'medical box/bag' which is safe but accessible in the classroom. Depending on the needs of the individual, inhalers should be taken to all physical activities. Inhalers must be labelled with your child's name and include guidelines on administration. **Please do not send your child into class with an inhaler.** It **MUST** be handed in to the **school office** where it will be logged and distributed appropriately. Parents who have a child with asthma have been sent a 'school asthma card' to ensure our records are correct. These should be updated yearly.

**It is the responsibility of parents to regularly check the condition of inhalers and ensure that they are working, have not been completely discharged and are in date.**

## **DISPOSAL OF MEDICINES**

Parents/Carers are responsible for ensuring that date-expired medicines are returned to the pharmacy for safe disposal. You should collect medicines from the school office/class teacher at the end of the agreed administration time period. We will inform you when they are ready for collection.

## **CHILDREN WITH MEDICAL NEEDS**

It is important that the school has sufficient information about the medical condition of any child with medical needs/diagnosis, including allergies. A healthcare plan will be written for long term health conditions, which will involve parents and relevant health professionals. **Please keep the school up to date with changes to medical information.**

## **CONFIDENTIALITY**

All staff treat medical information confidentially and will agree with the child/parent who else should have access to records and other information about a child.

## INFECTIOUS DISEASES

School letters will be sent via ParentMail for confirmed cases of infectious diseases, including reported cases of head lice, impetigo or conjunctivitis.

**Children with rashes should be considered infectious and assessed by their doctor. Please inform the school if your child has a contagious disease.**

RESPIRATORY INFECTIONS INCLUDING COVID-19 – Children should not attend school if they have a high temperature and are unwell. Children who have a positive test for COVID-19 should not attend the setting for 3 days after the day of the test.

CHICKENPOX – exclude from school for 5 days from onset of rash and until ALL lesions are covered

IMPETIGO – exclude from school until lesions are crusted or healed, or 48 hours after starting antibiotic treatment

MEASLES – exclude from school for 4 days from onset of rash and well enough to return

MUMPS – exclude from school for 5 days after onset of swelling

RUBELLA (German measles) – exclude from school for 5 days from appearance of rash

SCARLET FEVER – exclude from school until 24 hours of antibiotic treatment are completed without antibiotics, a child is infectious for 2 to 3 weeks

WHOOPING COUGH – exclude from school for 2 days from starting antibiotic treatment, or 21 days from onset of illness if no antibiotic treatment

Information from the UK Health Security Agency (UKHSA)

**VOMITING AND/OR DIARRHOEA - they may return to school 48 hours after the FINAL EPISODE. If your child returns to school before the 48 hours, you will be called and asked that they are collected.**

We understand that there will be times when your child is unwell and that they may have to be kept at home to recover, however the government recommended minimum attendance rate is 95%. We are regularly visited by Bexley Council's Education Welfare Officer who request that we refer any pupil absence that falls below 85%. Please do not hesitate to contact us if there are any issues relating to this.

When reporting your child absent, it is important that you are honest and accurate with why your child is off school. We are bound by a legal duty to report high absences of health issues to the South London Health Protection Team, who will investigate and implement action plans.

If you have any concerns with food allergies, please contact Edwards & Ward Call 07973 801386 or email [specialdiets@edwardsandward.co.uk](mailto:specialdiets@edwardsandward.co.uk) to discuss the menu.

Please inform the school of any food allergies or intolerances.

## SAMPLE MENU

FRIDAY	THURSDAY	WEDNESDAY	TUESDAY	MONDAY
<p>18/08/22, 23/08/22, 04/09/22, 27/08/22 18/07/22, 23/08/22, 18/09/22, 10/10/22</p> <p>Suedish Meatballs with Mash &amp; Creamy Gravy or Quorn Suedish Meatballs with Mash &amp; Creamy Gravy (V) or Jacket Potatoes with Choice of Filling Sweetcorn, Shredded Carrot Choice of Fresh Fruit or Yoghurt (V)</p> <p>Mild &amp; Sweet Chicken Curry with Steamed Rice (N6) or Mash &amp; Cheese (V)</p> <p>Jacket Potatoes with Choice of Filling Carrotflour, Green Beans or Jannet Baked Ham Jannet Baked Ham (N6) (V6)</p> <p>Slow Roasted Chicken with Roast Potatoes, Stuffing &amp; Gravy or Quorn Filler with Roast Potatoes, Stuffing &amp; Gravy (V) or Jacket Potatoes with Choice of Filling Sweet Carrot, Garden Peas Strawberry Jelly &amp; Neut (V6)</p> <p>Pasta with Bolognese Sauce (V6) or French Bread Margherita Pizza (V)</p> <p>Jacket Potatoes with Choice of Filling Cucumber Slices, Tomato Wedges Apple Cranble (V6) with Celandine (V)</p> <p>MSC Fish Fingers or Salmon Fish Fingers with Chip &amp; Tomato Sauce or Jannet Fishies Fingers with Chip &amp; Tomato Sauce (N6) or Jacket Potatoes with Choice of Filling Baked Beans, Garden Peas Chocolate Meringue (N6)</p>	<p>15/08/22, 16/05/22, 13/06/22, 04/07/22, 25/07/22, 05/09/22, 16/09/22, 17/10/22</p> <p>Choice of Pork or Chicken Sausage with Mash &amp; Gravy or Veggie Sausage with Mash &amp; Gravy (V6) or Jacket Potatoes with Choice of Filling Garden Peas, Carrot Slices Choice of Fresh Fruit or Yoghurt (V)</p> <p>Autumn Vegetable &amp; Chicken Stir-fry or Bavoini with Tomato Sauce (N6) or Jacket Potatoes with Choice of Filling Sweetcorn &amp; Peas, Garden Peas St Clement's Strawberry (N6)</p> <p>Slow Roasted Beef with Roast Potatoes &amp; Gravy or Tomato &amp; Celeriac Salad with Roast Potatoes (V)</p> <p>Jacket Potatoes with Choice of Filling Cauliflower, Sweet Corn Strawberry Jelly &amp; Basher (N6)</p> <p>Chicken &amp; Sweetcorn Pasta Bake (N6) or Autumn Vegetable Stir-fry (N6) or Jacket Potatoes with Choice of Filling Breaded Harek, Sweetcorn Apple &amp; Pear Cranble (N6) with Celandine (V)</p> <p>MSC Fish Fingers or Salmon Fish Fingers with Chip &amp; Tomato Sauce or Jannet Fishies Fingers with Chip &amp; Tomato Sauce (N6) or Jacket Potatoes with Choice of Filling Baked Beans, Garden Peas Chocolate &amp; Basher Pomeau (V)</p>	<p>02/08/22, 23/05/22, 20/06/22, 11/07/22, 17/09/22, 03/10/22, 20/10/22</p> <p>Chicken &amp; Sweetcorn Pie, topped with Cheese, Mash or Bavoini Pie (N6) or Jacket Potatoes with Choice of Filling Garden Peas, Sweetcorn Choice of Fresh Fruit or Yoghurt (V)</p> <p>Teazle One Pot Beef, CABB, (N6) or Cauli Muz &amp; Cheese (V) or Jacket Potatoes with Choice of Filling Super Peas Bavoini Hamlet (N6)</p> <p>Slow Roasted Pork with Roast Potatoes &amp; Gravy or Veggie Sausage Tied in the Belt with Roast Potatoes &amp; Gravy (V)</p> <p>Jacket Potatoes with Choice of Filling Garden Peas, Sweet Corn Strawberry Jelly &amp; Fruit Cocktail (N6)</p> <p>Arabian Chicken Meatballs with Pava (V6) or French Bread Margherita Pizza with Celandine (V)</p> <p>Jacket Potatoes with Choice of Filling Cucumber Slices, Tomato Wedges Jamblberry Cranble (V6) with Celandine (V)</p> <p>MSC Fish Fingers or Salmon Fish Fingers with Chip &amp; Tomato Sauce or Jannet Fishies Fingers with Chip &amp; Tomato Sauce (N6) or Jacket Potatoes with Choice of Filling Baked Beans, Garden Peas Chocolate Chip Sauce (N6) (V6)</p>	<p>WE USE LOCALLY SOURCED INGREDIENTS WHEN AVAILABLE AND IN SEASON</p>	<p>WE USE LOCALLY SOURCED INGREDIENTS WHEN AVAILABLE AND IN SEASON</p>

SERVED DAILY - FRESHLY BAKED BREAD, FRESH FRUIT, YOGHURTS AND FRESH DRINKING WATER.



## GOVERNMENT PACKED LUNCH ADVICE

The UK government produce packed lunch guidance to support the implementation of new school food standards for school lunches and ensure that all children benefit from eating quality food during the school day.

The guidelines are:

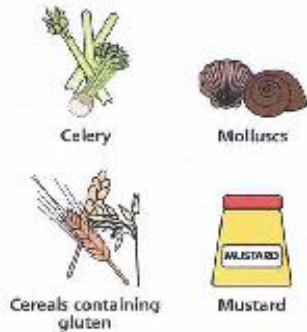
- One portion of fruit and one portion of vegetable or salad every day to be included in packed lunches
- Meat, fish or another source of non-dairy protein should be included every day. Non-dairy sources of protein include lentils, kidney beans, chickpeas, hummus and falafel
- An oily fish, such as salmon, should be included at least once every three weeks
- A starchy food, such as bread or pasta, rice, couscous, noodles, potatoes or other cereals, should be included every day
- A dairy food, such as semi-skimmed or skimmed milk, cheese, yoghurt, fromage frais or custard should be included every day
- Free, fresh drinking water should be available at all times
- Include **only** water (still or sparkling), fruit juice, semi-skimmed or skimmed milk, yoghurt or milk drinks and smoothies
- Snacks such as crisps should not be included. Instead, include vegetables and fruit (with no added salt, sugar or fat). Savoury crackers or breadsticks served with fruit, vegetables or dairy food are also a good choice
- **Confectionery such as chocolate bars, chocolate-coated biscuits and sweets should not be included.** Cakes and biscuits are allowed but these should be part of a balanced meal

Meat products such as sausage rolls, individual pies, corned beef and sausages/chipolatas should be included only occasionally.

**Nuts and nut related products, including Nutella, are NOT to be brought into school.**



# FOOD ALLERGIES

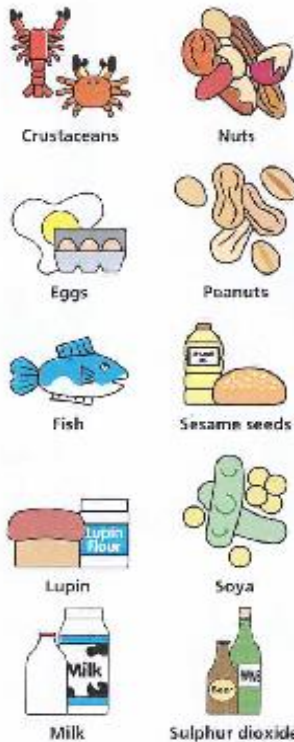


Supported by  
  
Department  
for Education



Your school catering team needs to provide information about 14 allergenic ingredients (see the allergens on the left) used in the foods that are sold by them or provided within the school.

## Need food allergen information?



Food allergens cannot be removed by cooking. That's why it's essential to check and ask for allergen information, to make sure the food you eat is safe for you.

Food allergens can be life threatening. If you have a food allergy, the only way you can manage it is to avoid the foods that make you ill.

Please speak to a member of your school catering team if you need information about the allergens in your food.

You can find out more at

[www.food.gov.uk/allergy](http://www.food.gov.uk/allergy)

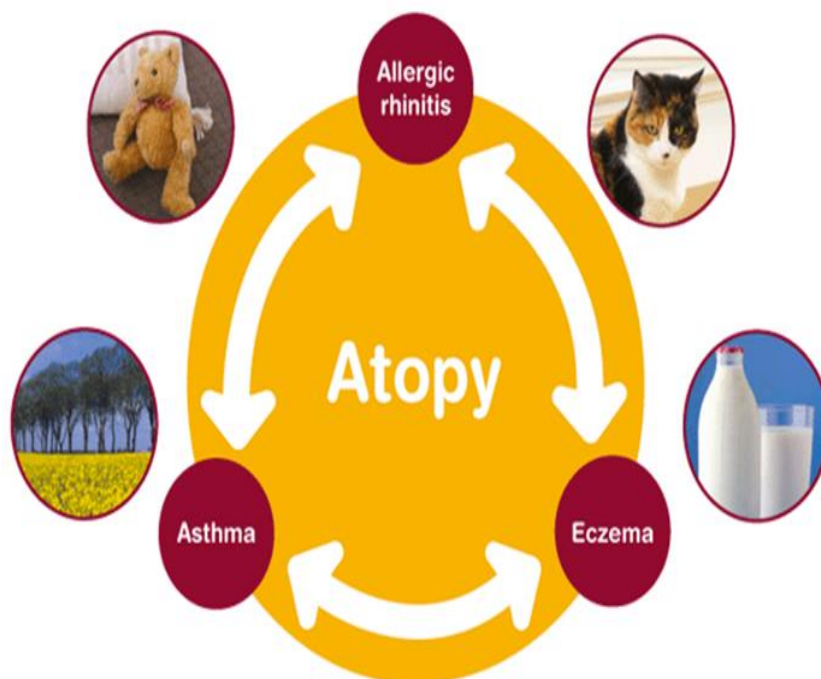


# ALLERGIES

---

## The Allergic Triangle

People who have one atopic condition are more likely to develop another atopic condition and the trigger factors for each may be the same



There are many different medications for allergy sufferers which can be taken **once daily** or **before school**. Please see your GP for advice.



Weather reports give accurate information on pollen levels daily.



**Allergy medication is usually taken once daily and should be taken before school starts.**



Children suffering from hay fever may wear **plastic sunglasses** during break times for protection. Children are responsible for their own glasses.

If your child has asthma or has an inhaler in school, we will provide you with a 'School Asthma Card' and consent form for the use of an emergency inhaler.

# School Asthma Card

To be filled in by the parent/carer

Child's name

Date of birth

Address

Parent/carer's name

Telephone - home

Telephone - mobile

Email

Doctor/nurse's name

Doctor/nurse's telephone

This card is for your child's school. **Review the card at least once a year and remember to update or exchange it for a new one if your child's treatment changes during the year.** Medicines and spacers should be clearly labelled with your child's name and kept in agreement with the school's policy.

## Reliever treatment when needed

For shortness of breath, sudden tightness in the chest, wheeze or cough, help or allow my child to take the medicines below. After treatment and as soon as they feel better they can return to normal activity.

Medicine	Parent/carer's signature
<input type="text"/>	<input type="text"/>

If the school holds a central reliever inhaler and spacer for use in emergencies, I give permission for my child to use this.

Parent/carer's signature  Date

## Expiry dates of medicines

Medicine	Expiry	Date checked	Parent/carer's signature
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Parent/carer's signature  Date

What signs can indicate that your child is having an asthma attack?

Does your child tell you when he/she needs medicine?

Yes  No

Does your child need help taking his/her asthma medicines?

Yes  No

What are your child's triggers (things that make their asthma worse)?

Pollen  Stress

Exercise  Weather

Cold/flu  Air pollution

If other please list

Does your child need to take any other asthma medicines while in the school's care?

Yes  No

If yes please describe below

Medicine	How much and when taken
<input type="text"/>	<input type="text"/>

## Dates card checked

Date	Name	Job title	Signature / Stamp
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

To be completed by the GP practice

## What to do if a child is having an asthma attack

- 1 Help them sit up straight and keep calm.
- 2 Help them take one puff of their reliever inhaler (usually blue) every 30-60 seconds, up to a maximum of 10 puffs.
- 3 Call 999 for an ambulance if:
  - their symptoms get worse while they're using their inhaler - this could be a cough, breathlessness, wheeze, tight chest or sometimes a child will say they have a 'tummy ache'
  - they don't feel better after 10 puffs
  - you're worried at any time.
- 4 You can repeat step 2 if the ambulance is taking longer than 15 minutes.



**Any asthma questions?**

Call our friendly helpline nurses

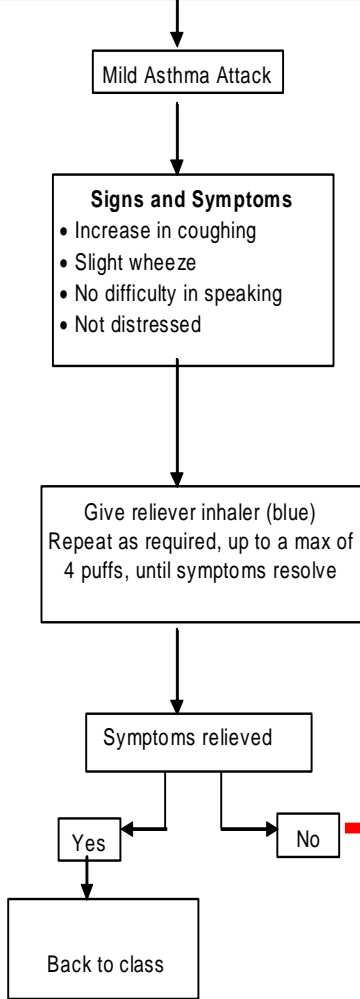
**0300 222 5800**

(9am - 5pm; Mon - Fri)

[www.asthma.org.uk](http://www.asthma.org.uk)

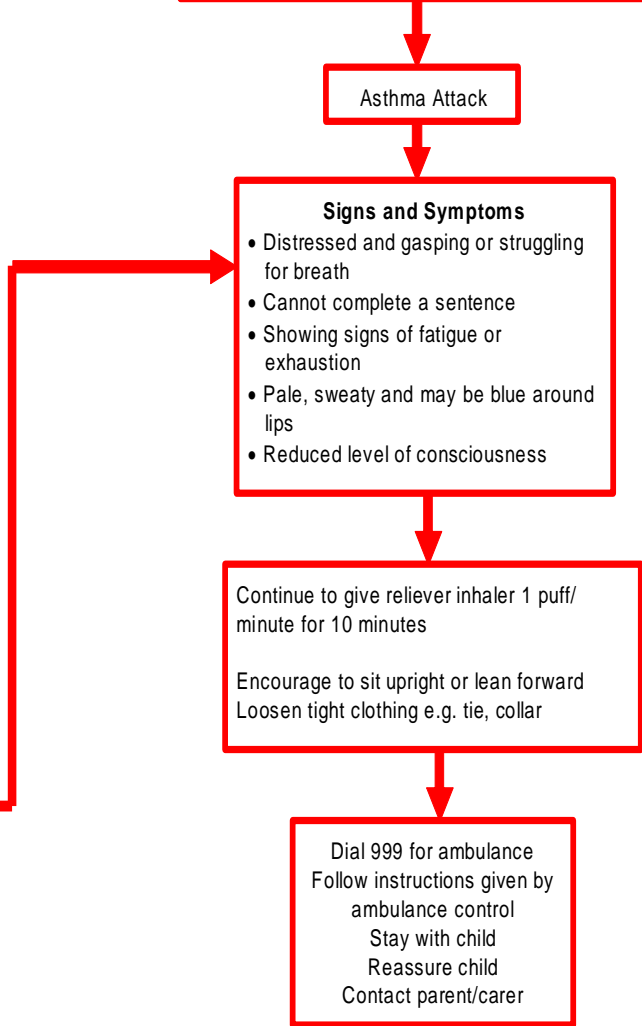
© 2015 Asthma UK. Registered charity number in England and Wales 802204 and in Scotland SC039322

**Symptom and Action Flowchart for Asthma Attack**



Always ensure a First Aider is present

**Symptom and Action Flowchart for Asthma Attack**



Always ensure a First Aider is present



**A once a day or 8 hour lasting sun cream should be applied before school. Sun cream should not be brought into school.**

Be cool and seek out shade during lunch break.

**Protect their head and eyes.**

Children should wear a hat during break times – please make sure it has your child’s name inside.



**Dehydration can cause headaches, lethargy and irritability. Children are encouraged to bring a bottle of water to school with their name on.**





# Has a child in your care got glue ear?



### What is it?

Glue ear is a build up of fluid in the ear. Eight out of ten children will have a brief period of glue ear at some point, making it one of the most common childhood conditions. Children under the age of five are the largest group affected, although for some it can persist into adolescence.

It is widely accepted that for some of these children glue ear can cause temporary deafness, delayed speech development and affect their behaviour and educational progress.

### What to look out for?

- not responding when called
- difficulty working out which direction a sound comes from
- changes in behaviour such as becoming tired and frustrated, poor concentration, preferring to play alone
- changes in their educational progress
- delayed speech development
- frequent ear infections

NDCS is a registered charity in England and Wales no. 1016532 and in Scotland no. SC040779.

### What should I do?

The child's GP, health visitor or school nurse can arrange for a simple hearing test for glue ear. If a child in your care has glue ear or another hearing problem please contact us for a copy of *Supporting Achievement for Deaf Children in Early Years Settings*.

### For our free booklet on Glue Ear or for more information:

NDCS Freephone Helpline 0808 800 8880 (voice and text)

Email: [helpline@ndcs.org.uk](mailto:helpline@ndcs.org.uk)

For live chat with our Helpline team go to [www.ndcs.org.uk/livechat](http://www.ndcs.org.uk/livechat)



# Does your child show any of these symptoms?



**Extreme thirst**



**Fatigue**



**Blurred vision**



**Rapid weight loss**



**Frequent urination**

**If so, speak to your doctor.**

**Your child may have type 1 diabetes.**



**Diabetes.co.uk**  
Join over 60,000 in the Diabetes Forum



The Bexley 0 to 19 service offers tailored guidance support to families and partner services who work with children and young people in order to help them understand and promote their development, with dedicated support from our expert Health Visitors and School Nurses.

School Nurses work with children and young people through their virtual nurse service on their website and through face to face contact.

**All parents/carers can expect the following from their school nurse:**

- Reception year – your child's height and weight will be measured as part of the National Child Measurement Programme to assess whether they are the most suitable weight for their height
- Reception Year – hearing and vision testing. The School Nurse will provide information on the results
- Year 6 – health and weight measurement as part of the National Child Measurement Programme (same as for reception year)

To contact a Health Visitor or School Nurse call 0300 330 5777.

Email is: [bromh.bexley0to19@nhs.net](mailto:bromh.bexley0to19@nhs.net)

Our website with online chat function is **[bexley0to19.co.uk](http://bexley0to19.co.uk)**

The young people's website (also with online chat function) is **[healtheme.co.uk](http://healtheme.co.uk)**

Find us on Twitter: [@bexley0to19](https://twitter.com/bexley0to19) and Facebook: [Bexley 0to19@childpublichealth](https://www.facebook.com/Bexley0to19@childpublichealth)

## London Borough of Bexley Children's Centres

Bexley Children's Centres aim to improve outcomes for young children, ensuring they are happy, healthy and ready to begin school.

The Centres also provide help and support to families around parenting, health and well-being and employability. The services they provide are designed for parents and carers who may be expecting a new baby or have a child under the age of five.

Centres offer a range of services, including:

- pre-school education and access to early education and childcare (on some sites)
- access to health services, including health visiting and midwifery care
- adult learning opportunities to help parents/carers progress into training or employment
- access to play opportunities that are available to everyone, such as Stay and Play
- access to services delivered by private providers that are available to everyone with small fees attached

In Bexley, you can access Children's Centre services from one of our Children's Centres and also from venues across the borough, including libraries, leisure centres and community buildings. This means that families have more choice and can access services nearer to their homes.

Our centres welcome all Bexley families who are expecting a baby or who have a child under five.

Our main centres are open Monday to Friday 9am to 5pm with some timetabled sessions on a Saturday.

We have a dedicated Children's Centre Team who are available to support you in accessing services and information. They will also deliver sessions across the borough together with some of our partners.

If you need to speak to one of our Children's Centre Team, contact us by telephone at 020 3045 5480 or by email [childrenscentres@bexley.gov.uk](mailto:childrenscentres@bexley.gov.uk) with your contact details to request a call.

One-to-one support for families is also available by calling Family Wellbeing Service on 020 3045 5440 or by emailing us at [familywellbeing@Bexley.gov.uk](mailto:familywellbeing@Bexley.gov.uk).

Bexley Snap offer disabled children and young people an exciting and varied programme of clubs to provide parents and carers support, guidance, and regular breaks from their caring responsibilities.

### **Support for families with disabled children and children with special needs aged 1 to 5 years**

Bexley SNAP  
Normandy SEND Hub  
Fairford Avenue  
Barnehurst  
DA7 6QP

Email [admin@bexleysnap.org.uk](mailto:admin@bexleysnap.org.uk)

Telephone 01322 334192

Website [www.bexleysnap.org.uk](http://www.bexleysnap.org.uk)

Facebook

<https://www.bexley.gov.uk/services/children-young-people-and-families/bexley-childrens-centres/about-childrens-centres>

## **USEFUL WEBSITES**

### **Born Ready, School Ready, Bexley Ready:**

<https://www.bexley.gov.uk/sites/default/files/2022-01/Born-ready-school-ready-bexley-ready.pdf>

### **Nursery Schools Information:**

<https://www.bexley.gov.uk/services/schools-and-education/nursery-schools/starting-nursery>

### **Bexley Early Years Advisory Team:**

<https://www.bexleylocaloffer.uk/Services/2289>

### **Free School Meals:**

<https://www.bexley.gov.uk/services/schools-and-education/free-school-meals/how-apply-free-school-meals>

### **The iChild Directory:**

<https://www.ichild.co.uk/directory>

### **Family Wellbeing Service:**

<https://www.bexley.gov.uk/services/children-young-people-and-families/family-wellbeing-service/referrals>

### **Special Educational Needs and Disabilities:**

<https://www.bexley.gov.uk/services/schools-and-education/special-educational-needs-and-disabilities/send-local-offer>

### **Bexley Quality First Teaching and SEN Toolkits:**

<https://bexleylocaloffer.uk/Page/15115>

### **Bexley SEND Information, Advice and Support Service:**

<https://www.bexleyiass.co.uk/>