



Introduction

The School Medical Centre is permanently staffed during term time by a team of qualified nurses. The School Doctors (Dr Ben Burgess and Dr Katie Owles (on Maternity Leave at present) hold a morning surgery with appointments every weekday between 8.00am and 11.00am. All boarding pupils are registered with Dr Burgess/Dr Owles as NHS patients based at The Swan Practice.

1. Pupils must not bring medication or drugs into School for their personal use unless prescribed by a doctor and with the knowledge of the Medical Centre. All medicines must be handed immediately to the House Matron. All Matrons have access to “over the counter” remedies which they can administer following a protocol.
2. Whilst every endeavour will be made to contact parents in an emergency, the Headmaster acting *in loco parentis* or a member of the School staff has the authority to give permission for urgent medical and/or surgical procedures to be carried out including the administration of a general anaesthetic.
3. The diagnoses of pupils who are treated for asthma, epilepsy, anaphylaxis, diabetes or cancer or who have a history of significant allergy are recorded on Apollo as it is important that teaching and sports staff are alerted. Further details are given only with consent of the pupil or their parents.
4. Members of staff taking pupils away on trips must consult Apollo records and also contact the Medical Centre, and the Matron of pupils involved, so that they are aware of any significant risks, medication or care that may be needed. This is particularly important if the trip is abroad and vaccinations need to be received several weeks in advance of the leaving date. This must be part of the off site visit risk assessment that must be in place before the trip leaves the School.
5. It is recommended that pupils who wear glasses or contact lenses bring a spare pair of glasses to School and glasses worn for games should have unbreakable lenses. Mouth shields are compulsory for playing rugby, hockey and lacrosse.
6. Dental problems are expected to be dealt with during the holidays, and it is a policy of the School that, wherever possible, routine dental and orthodontic appointments do not encroach on School working hours.
7. All medical information about pupils is confidential, whatever their age. Consultations with the School Counsellor are similarly confidential. It may sometimes be necessary for the Medical Centre staff or the Counsellor to pass on information to parents, Housemaster or Housemistress or other staff where the safety of a pupil or of other pupils might be compromised, or where there is a statutory duty to report. Wherever possible, however, information is passed on with the pupil's consent.
8. Staff who are resident at Stowe and are registered patients of the Swan Practice may make a GP appointment at the school if this is convenient to both parties.
9. A private physiotherapist visits the Medical Centre on a regular basis. Staff may also make appointments with them on a private basis, either directly or through Dr Burgess/Dr Owles.
10. No one, except Matrons and staff who have completed the Stowe School Administration of Medicines training, or the Medical Centre staff, should give medication of any kind to pupils.