

Illness, Accidents & Signing Out

Illness and Accidents

If you feel unwell or have an accident, you must tell a teacher straight away.

Normally you will be sent to Student Reception.

If you are too ill to remain at school, or if hospital treatment is necessary, then your parent / guardian will be contacted to make suitable arrangements.

Under no circumstances should you leave the school or go home without permission.

Medicines

If you need to take medicine at school, you should bring a letter from your parent / guardian stating when you need to take it.

Your medicine must be left with student reception (the only exception is if you have an inhaler for asthma).

Please do not ask for medical tablets provided by school; we are not allowed to give you any medicines.

Signing Out

It is best to make medical appointments outside school hours.

If you must leave school during the day for any reason, then please bring a note from your parent / guardian in advance of the date.

You must sign out at the student reception and will receive an exit slip.

If you return to school later on the same day then you must sign in again.