

## **STUDENT HEALTH AND WELFARE 2023/24**

Glenealy School employs a School Health Professional who works within the school. The role of the School Health Professional within the school environment includes:

- Providing first aid treatment to students
- Administering medication if required
- Storing and maintaining student medication
- Organising and arranging government health programs and immunisation enrolments (no administration of vaccines)
- Monitoring students' absences
- Monitoring trends/patterns of illnesses/injuries and reporting to the Senior Leadership Team/Centre for Health Protection as required
- Updating class registers throughout the day when students arrive late or leave early

If you have any questions or concerns, please do not hesitate to contact the School Health Professional (Kate Underhill) at [nurse@glenealy.edu.hk](mailto:nurse@glenealy.edu.hk) or 2522 1919.

To assist the School Health Professional in providing timely and appropriate care, ensure you update the school of any changes to your child's health information or school attendance via Gateway or the ESF App:

- **Contact Information**

Contact and emergency telephone numbers must be provided for each student. Please ensure that these numbers are kept up to date, for example, if there is a change of domestic helper or a designated emergency contact leaves HK. These should be updated **via the Gateway**.

- **Medical Updates**

Please update your child's Medical Information on **Gateway** at the beginning of the school year and again if there are any changes throughout the year. This information is crucial in providing adequate care to your child at school, on field trips, off-site and during ECA's and camps.

- **Absence Notifications**

Illness Absences - Please use the "Absence" tab in the **ESF App** to notify the school **each day** your child is away. An email will be automatically generated to your child's class teacher and the School Nurse. Parents will receive a courtesy phone call from the School Nurse when any unexplained absence exceeds two days.

Leave outside of School Holidays - If intending to take planned leave outside the school holidays, **please email your child's class teacher and [enquiries@glenealy.edu.hk](mailto:enquiries@glenealy.edu.hk) in a timely manner.**

### **Illness or Injury at School**

If your child becomes ill or injured at school and needs to go home, the priority guardians listed on Gateway will be contacted. If these guardians cannot be reached, then listed “Additional Contacts” will be notified. Your child will rest in the Medical Room (located on the first floor) until they can be collected. Please notify the office (2522 1919) if there is a delay in picking up your ill or injured child from school.

If there is any difficulty contacting parents or designated emergency contacts, the school will act in ‘loco-parentis’, and appropriate action will be taken. In an emergency, an ambulance will be called, and your child will be taken to the nearest public hospital.


### **Medication Administration at School**

We encourage parents and physicians to minimise the prescribing of medication to be taken during the school day. Medications will be expected to be given before and after school hours whenever possible.

However, if your child requires medication in school, please adhere to the guidelines in the Drug Administration and Medication Authorisation Form and ensure the form is completed and brought to the School Nurse along with the medication. No medication will be administered at school without a Medication Authorisation Form, and no medication is to be kept in students’ bags and self-administered.

If the School Nurse contacts you to replace expired medication, please do so as soon as possible. All medication kept at school will be returned to students on the last day of the school year and needs to be re-supplied on the first day of the new school year.

If your child has a known anaphylaxis, please collect an [Anaphylaxis Form](#) from the Medical Room and return it as soon as possible.

**Medication Authorisation Form:**  [Drug Administration and Medication Authorisation Form 2021 \(1...](#)

### **No Nut Policy**

Glenealy is a **nut-free school**. We do have students with severe nut allergies. To keep all children safe, we ask that no nuts or nut butter products are included in children’s snack boxes.

We appreciate your attention to this.

### **Sun Safety at School**

The summer heat in Hong Kong brings a high UV index. It is advised that all children wear a hat at playtime and dress appropriately for the temperature.

If your child does not wear a hat during playtime or ECA's, they will be asked to play under the covered areas.


Please visit the link for further information: [CHP Safety Under the Sun.](#)

**Immunisations and Government Health Programs**

Listed below is an overview of the school health programs/immunisations offered throughout the year. The school nurse will send out information and enrolment forms via your child. Please check the ESF app regularly for notifications (you may wish to have the app messages linked to your email).

Please take note of when enrolment forms are due back. Many of the programs are run through the Department of Health or by secondary providers, and once the deadlines end, no further enrolments can be accepted via the school.

For information from the CHP regarding Hong Kong's childhood immunisation schedule and staying up-to-date, please refer to the attached documents:

 [2023 CHP Immunisation Advice.pdf](#)

<b>FIRST TERM</b>	<b>Provider/Location</b>	<b>Additional Information</b>
Influenza Vaccination	Dedicare Medical via Department of Health Administered at school	Whole school eligible annually  To lower the risks of serious complications and hospitalisation from seasonal influenza infection, the government offers subsidised/ free seasonal influenza vaccine (SIV) to eligible children aged 6 months to less than 12 years (or aged 12 years or above but attending primary schools in Hong Kong)
DTaP-IPV Vaccine Booster Dose P.1 & P.6	Department of Health Administered at the school	Year 1 and 6: Free of charge
Vision Screening	Alpha Hearing Anna Chang- Senior Audiologist During school time	Whole school eligible annually  Both of these screenings are carried out by private practitioners who come to the school to perform
Hearing Screening	Suzan Salnikow	

	Optometrist During school time	the tests. A fee is payable for both of these services and must be returned with the forms.
Student Health and Dental Service Enrolment	Department of Health at designated clinics. Appointment slips are sent out via the school	Whole school is eligible annually These services take place off-site, and the appointment slips will be sent out via the school. The Dental Service requires a \$30 cash fee which must be returned with the enrolment form. Dental/Health Service - appointments will be made by the service providers and sent out via the school nurse.
<b><u>SECOND TERM</u></b>	<b><i>Provider/Location</i></b>	
MMR/MMRV/Hep B Vaccination P.1 & P.6	Department of Health Administered at school	Year 1 and 6: Free of charge
HPV Vaccine P.5 & P.6 girls only	Department of Health Administered at school	2 doses required (in yr. 5 and yr. 6) Free of Charge

Timings subject to change during the year

### **Common Communicable Diseases/Illnesses - CHP guidelines and ESF Policies**

**The CHP recommends that if a student is suffering from fever, they should stay off school until they have been fever free for 48 hours without the use of medications.**

Please refer to the information here: [Common Communicable Illnesses in Schools](#)

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