



PECANWOOD
COLLEGE

Prepared for Life

MEDICAL PROTOCOLS

If a CHILD is ill at home on a school day or has been ill at home over the weekend, **please do not bring him/her to school**. We would not like him/her to infect other CHILDREN. We have limited bed space in the Sanatorium.

When the situation is not considered to be serious, the following policy will apply:

DAY SCHOLARS

In the case of minor complaints, children will be sent home, if Sister deems it necessary.

BOARDERS

- Sister will take the child to the Doctor and get medication. Please do not collect your child unless Sister has given you a call and made arrangements.
- Prescription Medications will be obtained from MOUNTAIN LAKE Pharmacy. It is strongly emphasised that parents should pay in an amount at the doctor's as well as the pharmacy to cover costs for emergency situations
- Memberships of Medical Aids outside the borders of South Africa are not always accepted by Doctors' Rooms or Hospitals, therefore these costs will be charged to the accounts of those parents. It is the parent's responsibility to then submit these accounts to their Medical Aids for payment.
- The San sister is **here to deal with medical emergencies at the College**. Dermatological and orthodontic services will therefore not be provided by the school. Pupils should see these care givers during school holidays or mid term breaks. Should a pupil need a follow up appointment, designated drivers and vehicles will be made available, but the costs for these services will be for the parents' account.
- In the case of distance boarders who need routine medical attention, parents should telephone the San sister who will make an appointment and arrange for transport to a practitioner close to the College at the time that best suits the College and the pupil's academic responsibilities.

VERY IMPORTANT: Any medication sent to the Boarding House to be used by your child, should be handed in to the Nurse [whether Chronic Medication or the everyday headache tablets]. No child is allowed to have

any medication with them in their rooms. Random inspection by the nurse will be done. This medication will be kept with her till the end of the term and then send back to the parents.

SANATORIUM HOURS

- **06:30 – 07:30 – BOARDER CHILDREN** will be seen if arranged by the Boarding Housemaster or Mistress. Children will be taken to the Doctor if necessary and prescriptions collected.
- **School hours - During 1st Break & 2nd break** - should a child be sick, he/she is to get written permission from his Housemaster/Mistress as well as from the attending teacher at that time, before coming to the San.
- **18h00 – the San will be open until 18h00**, only emergencies will be seen after hours. The Housemaster/Mistress to call Sister Devi on 083 452 5993 to open San after hours. **NO CHILDREN TO COME BY THEMSELVES AFTER HOURS.**
- **Weekends** - The San Sister will be available for the Boarders during weekends and can be contacted by the Boarding Housemaster and Mistress to open the San. Off weekends for the San Sister will be arranged with the respective Housemaster and Mistress, in which case they will attend to the boarders as in the past: evaluating the seriousness of the illness and take them to the doctor for treatment. These referrals will then be reported to the San Sister to be recorded for future and on-going treatment as prescribed by the attending doctor.

URGENT MEDICAL SITUATIONS AT THE COLLEGE – DAY SCHOLARS AS WELL AS BOARDERS

- A responsible adult representing the College, OR Sr Devi, will accompany the CHILD to the doctor and ensure that the necessary administration, etc. is completed. This person will also ensure the safe return of the pupil concerned and report to the San Sister if any follow up work/appointment is necessary.
- Ambulance services will be called in should they be needed.

Please note that:

- Hospitalisation costs must be claimed from Medical Aids by the parents themselves;
- Where no Medical Aid is in place, we will need an affidavit to this effect;

When injuries occur at school, please note that:

- The Sister will try to determine the extent of the injury. If, in the opinion of Sr Devi, a child needs to be taken to a doctor, this will be done.
- All medical care given to the children will be in close proximity of the school

COSMETIC CARE

- Dermatological and orthodontic services will not be provided by the College. Children should see these care givers during school holidays or mid term breaks – should a child need a follow up appointment, designated drivers and vehicles will be made available, but these costs will be for the parent's account.
- The sports department will communicate with parents as to the specific requirements of each sport so that claims are not refused. This applies to gum guards, protective helmets etc.

WINTER SEASON MEDICAL PROTOCOL

1. We would like to draw your attention to our medical protocols on match days. In order not only to fulfil S.A Rugby's mandate, but to ensure that your children are in excellent hands, the College undertakes to have an ambulance at every home fixture. We will be using FOURWAYS LIFE Hospital as our trauma centre.

PLEASE NOTE THAT NO MATCH WILL COMMENCE UNLESS WE ARE SATISFIED THAT THE APPROPRIATE SAFETY PROCEDURE IS IN PLACE.

This is what you can expect on match days:

- At least ONE permanent ambulance ON CAMPUS at all times. This ambulance will not leave the property until another ambulance has arrived.
 - THE SAN SISTER at all home fixtures
 - PARAMEDICS spread out among the playing fields that are in use on the day.
 - WHEN PLAYING AWAY, the San sister will contact her opposite number at the school we are playing against [If not done by the Head the Sport Department] to ensure that similar protocols will be in place.
 - If the College arrives at a school where these are not in place, the fixtures WILL NOT start until such time as these are in place.
 - Our children WILL BE ACCOMPANIED BY A PERMANENT MEMBER OF STAFF to the designated hospital.
2. Parents of both rugby and hockey players are reminded that pupils must wear gum shield/guards when playing. These have been made available to the pupils at the **Clothing Shop on the College premises**. Gum guards are vital in protecting the jaw and teeth against damage caused by collisions. The sports insurance policy will not cover any injuries sustained to the mouth if a gum guard was not worn at the time of the injury. Gum guards are thus compulsory equipment. Coaches will not allow boys without guards to participate in matches or contact situations in matches.

AUTHORIZATION FOR THE ADMINISTRATION OF MEDICATION

This order is valid for school year [current].....

This form must be completed fully in order for the School Nurse to administer the required medication. A new medication administration form must be completed at the beginning of each school year, for each medication, and every time there is a change in dosage or time of administration.

- Prescription medication must be in a container labeled by the pharmacist or prescriber
- Non-prescription medication must be in the original container with the label intact
- Please notify the School Nurse if any other medication is being sent in with the student – if scheduled, it must be left with the School Nurse, to be administered as required

AUTHORIZATION TO DISPENSE CHRONIC MEDICATION:

Name of Student: _____

Condition[s]: _____

Name of medication: _____ Dose: _____

Name of medication: _____ Dose: _____

Name of medication: _____ Dose: _____

Name of medication: _____ Dose: _____

Name of medication: _____ Dose: _____

Name of medication: _____ Dose: _____

Name of medication: _____ Dose: _____

ALTERNATIVE AUTHORIZATION TO MEDICATE WHILE AT SCHOOL AND IN NEED OF:

PANADO 500MG _____ IBUPROFEN 200MG _____ ANTIHISTAMINE _____

IMMODIUM _____

Permission given by _____

Parent's signature: _____ Date: _____

Telephone # [Home] _____ [Work] _____ [Mobile] _____

Parent's authorization for self carry/self administration of emergency medication [eg. Asthma inhaler / EpiPen] [accompanied by script of physician]

Signature _____ Date _____

MEDICAL QUESTIONNAIRE

Name:		Age:		Grade:
MEDICAL/SURGICAL HISTORY	YES	NO	DIRECT FAMILY HISTORY	COMMENTS
NEUROLOGICAL				
ORIENTATED/FULLY AWARE				
EPILEPSY/SEIZURES				
HEADACHES				
OTHER				
ENT/OPTHALMOLOGY				
GLASSES/CONTACT LENSES				
HEARING DIFFICULTIES				
SINUSITIS				
REACCURING SORE THROAT				
OTHER				
ENDOCRINE SYSTEM				
DIABETIS MELLITUS				
THYROID PROBLEMS				
HORMONAL IMBALANCE				
OTHER				
MUSCULAR/SKELETAN				
WEAKNESS/PARALYSIS				
SPINAL INJURY/PROBLEMS				
OTHER				
CARDIOVASCULAR				
RHEUMATIC FEVER				
HEART PROBLEMS				
PALPITATIONS				
DIZZYNESS				
OTHER				
RENAL & URINARY				
URINARY PROBLEMS				
KIDNEY PROBLEMS				
OTHER				
RESPIRATORY				
TUBERCULOSES				
ASTHMA				
CHRONIC BRONCHITIS				
OTHER				

HAEMATHOLOGY			
ANEMIA			
CLOTTING DISORDERS			
HAEMOPHYLIA			
PREVIOUS BLOOD TRANSFUSIONS			
OTHER			
SKIN			
BRUISES			
ECZEMA			
WOUND HEALING PROBLEMS			
OTHER			
GASTROINTEGRAL TRACT			
WEIGHT FLUCTUATIONS			
SPECIAL DIET			
DIFFICULTY SWALLOWING			
GASTRIC ULCERS			
SPASTIC COLON			
CONSTIPATION / DIARRHEA			
OTHER			
REPRODUCTIVE SYSTEM			
TESTES PROBLEMS			
LAST MENSTRUAL PERIOD			
OVARIAN CYSTS			
CONTRACEPTIVES			
OTHER			
PSYCOLOGICALY			
DEPRESSION			
ANXIETY DISORDERS			
BIPOLAR			
ADHD			
ASPERGER SYNDROME			
RELIGIOUS RESTRICTIONS			
OTHER			
ALLERGIES			
VITAL SIGNS WITH FIRST VISIT			
TEMPERATURE	C		
PULSE RATE			
RESPERATORY RATE			
BLOOD PRESSURE			
WEIGHT		HEIGHT	
URINALYSIS	PH	ABNORMALTIES:	

