



CLAYESMORE

CARE OF UNWELL BOARDERS POLICY

Responsible:	Deputy Head Pastoral
Date:	September 2025
Review Period:	Annual
Scope:	Senior School
To be reviewed:	September 2026
Approval Authority:	SLT

Introduction

The Health and Wellbeing Centre (HWBC) is based in the centre of our school campus and cares for pupils from year 3 through to year 13.

The Head of Health and Wellbeing is Sam Hillyard RMN DDSL, who joined Clayesmore in 2010 and works 08:30-17:30 Mon-Fri. Three qualified nurses work 12 hour shifts Monday to Saturday 08:00-20:00. Health and Wellbeing Matrons cover overnight and Sunday daytime shifts. A full-time administration assistant manages the day to day operation of the HWBC and accompanies pupils to medical appointments off site, either in an emergency, or for planned medical or dental treatment.

The HWBC is available for any pupil who feels unwell at any time of the day or night. There are two three bedded rooms, two private ensuite rooms and a comfortable lounge where they can rest or study when not feeling 100%.

There is an open door policy, so pupils and staff have access throughout the day until 8pm. After this, duty staff in the boarding houses contact the duty matron to alert them that a pupil is on their way.

HWBC nurses attend all events and matches to provide first aid cover and move around the site on our golf buggy, with all required medical equipment. On busy days help is bought in from First Line Response.

The school has close links to the Quarter Jack Surgery in Wimborne who provide a GP to run four face to face sessions per week at school, with six appointments in each session. Emergency appointments are available out of these times. Nurses have access to the NHS SystmOne to upload and consult medical notes, test results and repeat prescription requests and can also task GPs out of hours. All boarding pupils are registered with the school GPs and they will also see any day pupils

suspected or known to have concussion, so that our strict concussion policy is adhered to and every pupil is kept safe.

HWBC nurses carry out new pupil checks, asthma reviews, OCP reviews, ADHD medication reviews and are currently investigating training to perform venepuncture. Immunisation training has also been completed so these can be delivered, in addition to using the school immunisation team.

All children with medical needs have an IHCP which is shared with all appropriate staff. The HWBC liaises with staff who are organising trips and taking pupils off campus, communicating medical and dietary requirements and providing first aid kits when required.

Summary of provision

1. We provide 24 hour medical care when boarders are in residence.
2. In Year 9 - 13 boarders are cared for in the HWBC by a team of qualified nurses registered with the Nursing and Midwifery Council. Overnight, we have a team of first-aid qualified matrons who are in residence in the HWBC.
3. Year 3 - 8 boarders have access to a separate three bed sick bay in Aubrey House, which is managed by the duty matron. If a pupil is well enough then they can stay in their familiar environment or, alternatively, they will be transferred to the HWBC where they will be taken care of by medical staff.
4. Pupils may go to the HWBC at any time in the working day should they feel unwell.
5. After evening line, pupils should talk to the duty house staff who will telephone the HWBC to alert them to the arrival of a pupil.
6. The school doctor holds a surgery in the HWBC four times per week. A female doctor attends once per week so that pupils have the option of choosing to see her. The students may choose whether or not they are accompanied by a nurse when they see the doctor.
7. With a pupil's permission, parents will be kept up to date with medical issues, and we always actively seek to obtain that permission.
8. The pupils can see the school counsellor to whom they can be referred by houseparents or the GP. Pupils may also self-refer. Our school counsellor works 4 days a week. We also have an online counselling room that pupils can use for video appointments with specialists outside of school.
9. HWBC staff are often available to escort pupils to local medical, dental and other specialist services where necessary.