



Information about the
Medical Centre
at Culford School



Welcome to Culford's Medical Centre



Managed by our friendly, qualified nursing team, Culford's onsite purpose built Medical Centre is accessible for all pupils at Culford School, 24 hours a day, seven days a week during term time. It is close to the boarding Houses and provides comfortable accommodation for boarders if they are unwell. We also have a quiet room that can be used for sensitive meetings and counselling if necessary; both your child's physical and mental wellbeing are our priority.

We deliver excellent care and support to pupils to ensure their best health and provide confidential support and advice to pupils, and even, when requested by the pupil, manage appointments with the school counsellor.

Through this close contact, we are able to create an atmosphere of trust while upholding a clear understanding of acceptable behaviour based on Culford's expectations. School nurses and doctors adhere to both Gillick competency and Fraser guidelines.*

This booklet provides you with an understanding of the services which Culford Medical Centre can give you and your child, and contains all the important information you need to know. If you have any questions or would like to speak to a member of our Medical team, please contact the Centre directly on +44 (0)1284 385501.

* The terms 'Gillick' competence and 'Fraser Guidelines' are used in medical law to decide whether a child (16 years or younger) is able to consent to, or refuse, his or her own medical treatment, without the need for parental permission or knowledge. A child will be Gillick competent if he or she has sufficient understanding and intelligence to understand fully what is proposed. However, this right to confidentiality is rarely used by pupils and wherever possible the medical staff will keep parents informed of significant medical conditions and problems with their children.

Meet the Team

Nursery Team

Emily Deane - Medical Centre Manager
and Lead Nurse

Charlotte Coolley – Residential Nurse

Mandy Chipping – Healthcare Assistant

School Doctors

Dr Nick Harpur– School Medical Officer

Dr Simon Lovegrove

Dr Victoria Franklin

All boarders are registered as NHS patients with the School Medical Officer. This local GP (General Practitioner) from Victoria Surgery in Bury St Edmunds takes a close interest in the pupils at Culford. Victoria Surgery provides twice weekly GP surgeries for boarders at our Medical Centre. Contact details may be found in this booklet within the important information section.

School Counsellors

Yvonne Green and Bill Gray

Our counsellors visit Culford each week and provide supportive and confidential counselling to boarders who wish for it. There is no charge for this service; pupils may request to see either a male or female counsellor.

School Clinical Psychologist

Dr Sarah Clark

Sarah is a chartered Clinical Psychologist who is available to offer pupils and staff psychological support if needed.

School Physiotherapist

Sarah Howard

Our physiotherapist visits the school once a week. This service is available to both day pupils and boarders: to book an appointment please contact the medical centre (incurs charges).

Sports Injury Specialist (Sports Scholars Only Service)

Mr. Paul Nicolai Consultant Orthopaedic Surgeon & Sports Injury Specialist

A sports injury clinic is held once a week in the medical centre by Mr Paul Nicolai. The main aim of this service is to support our elite sports pupils with swift access to expert opinion, allowing for early diagnosis of injury and development of a treatment plan (incurs small charge).

If you would like to speak to any of the team, please telephone 01284 385501 or feel free to visit the Medical Centre at any time.



Important Information

Medical Declarations

All parents must sign the medical declaration within the medical form, concerning their child's health. You will receive the medical form upon joining Culford and should complete it by the date specified on the form.

If in future their child develops any medical condition, whether physical or psychiatric, parents must inform the Medical Centre. If a child has an operation, accident, severe illness or vaccinations during school holidays, parents should inform the medical centre when their child returns to school.

Day Pupils

In case of illness during the school day the pupil will be cared for in the medical centre until collected by their parents. Day pupils unable to play sports should bring a cover note written by parents or guardian to school and hand this to their sports teacher.

Medication

Over the counter medicine such as paracetamol and ibuprofen are available from House matrons and the medical centre and it is not necessary for day pupils to bring such medicine into school.

Prescribed medicine that must be taken during the school day should be managed in the following manner:

Pre-Prep: parents should take medication to the school office and sign the consent form giving teachers permission to administer it as directed.

Prep School: parents should take medication to the medical centre and the nursing staff will administer it.

Senior School: pupils are usually permitted to administer their own medication. It must be brought to school in the original packaging with the prescription label intact.

Physiotherapist

This service is available to both day pupils and boarders. To arrange an appointment for your child please email - physio@culford.co.uk

Boarding Pupils

All boarders are registered with the school doctor, who is a National Health Service (NHS) general practitioner (GP). The school doctor becomes the boarder's permanent NHS doctor.

It is important to realise that a patient can only be registered with one GP. There may be times during school holidays when you need to use your local doctors' surgery. You should tell your doctor that your child is a "temporary resident" and give the particulars of the school doctor:

**Dr Harpur, Victoria Surgery, Victoria Street, Bury St Edmunds, IP33 3BB.
+44 (0)1284 725550**

If this procedure is not followed the doctor at your home will register your child as a new patient and your child's NHS medical notes will be recalled from the school surgery. It can take up to six months for newly registered patients' medical notes to arrive at a surgery as they are sent via a central NHS office. This would mean your child's medical notes spending considerable time in transit and being unavailable to the school doctors. The system outlined above is the correct procedure and is accepted by all doctors working in the NHS.

The school doctor holds a surgery at the school every Monday and Thursday. A female GP is also available to pupils, visiting once a month or by appointment at the surgery in Bury St Edmunds. Each pupil will have a full initial medical, and immunisation updates as required, with your consent. If you require your child to receive travel vaccines please give the nursing sister sufficient time to order vaccines and carry out the vaccination programme.

Medicines

It is the school policy that boarding pupils should not retain their own medicines unless approved by the nursing staff. Therefore, all over the counter or prescribed medicines from home must be shown to House matrons on return from school holidays to be checked. The school will not administer unlicensed medicines, homeopathic or Chinese medicines.

Any medicine prescribed outside the UK must have a clear translation in English. It should be in the original packaging and include the expiry date.

Nursing staff will order repeat prescriptions as needed and ensure your child has an adequate supply for the holidays. Annual asthma checks are given to asthmatic boarders.

Infectious Diseases

Your child should not return to school with a heavy cold or an infectious disease. If infectious illness breaks out at home after your child returns to school you should immediately inform the nursing sister at the medical centre.

Hospital Appointments

In an emergency or as an outpatient, pupils will be taken to their hospital appointment by their matron. Taxi charges for out-patient appointments will be added to the pupil's school bill.

School Counsellor

The school counsellor visits the school twice a week. Boarders can access this confidential service via the medical centre. There is no charge and pupils can see a male or female counsellor. They are able to use our private meeting room.

Contacting the Medical Centre

If you would like to discuss any of the above or a health matter with either of the school nurses we would be pleased to help. We are available by telephone +44 (0)1284 385501 or please do visit the Medical Centre at any time.



Services We Provide

Our services include:

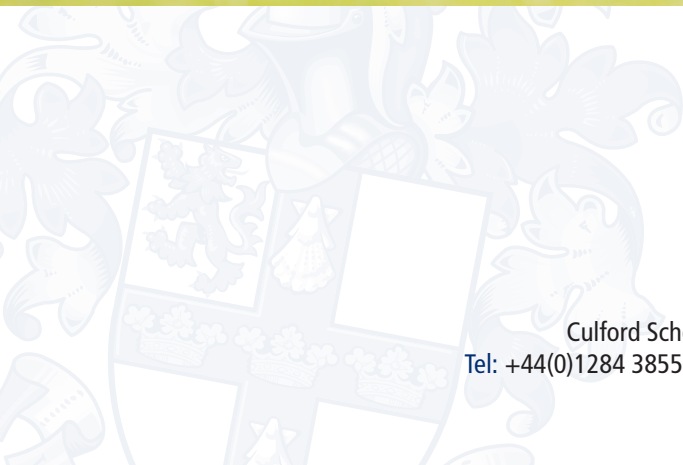
- Advice and support on all health matters within our ability: physical, mental and emotional. Of course, we refer to external agencies when it is appropriate.
- An accurate assessment of illness, accidents and injuries and the delivery of appropriate and high quality care.
- Management of sports injuries and, if necessary, arranging access to sports injury services.
- Establishing and maintaining effective lines of communication with staff and parents.
- Promoting good health through education.
- Health checks on PPR (Reception class), such as height, weight, sight and hearing screening.
- Offering emergency contraceptive advice and referral as appropriate.
- Supporting all staff in medical matters by offering medical advice, support and training as needed.
- Arranging physiotherapy services (which will incur charges).

Services Specific to Boarders:

- Access to a gender-sensitive GP service.
- Receiving the required travel and childhood vaccines according to the Department of Health schedule.
- Monitoring boarders' health and development via initial new pupil health check and then annual height and weight checks. If appropriate, pupils will be offered access to our Healthy Weight Programme, which includes dietary support and access to a subsidised personal trainer.
- Annual asthma checks on all asthmatic boarders.
- Management of hospital out-patient appointments and dental emergencies.
- Arrangement of school counsellor appointments as required.

Dental care

To minimise disruption to your child's education, it is Culford's policy that routine dental and orthodontic treatment should be carried out during the school holidays. Culford School has an opt-out emergency dental insurance policy for all pupils with 'Denplan For Schools'. Our Finance Department will provide details of this policy. If you wish to opt out, please contact the Finance Department on +44 (0)1284 385345.



Culford School, Bury St Edmunds, Suffolk IP28 6TX
Tel: +44(0)1284 385501 Email: medicalcentre@culford.co.uk
www.culford.co.uk