

## PARENT/CARER INFORMATION

- **BEFORE** a student returns to College it is essential that the parent/carer telephones to discuss the planned date and time for return with the College Nurse and provides relevant medical information.
- Students arriving in college without prior contact may need to be sent home.
- Students with injuries affecting their writing hand will need to be assessed by the College Nurse and referred to SEN if necessary.
- Students should not return to College with medical equipment (including crutches) that has not been issued to them by a Health professional/medical establishment.
- The Nurse will then communicate relevant information to the Head of Year, Tutor and staff within SEN who will facilitate the student's return to College.
- On the agreed date of return the student and their parent/carer will be met in main reception by the College Nurse.
- The College Nurse will deal with any medication, doctor's letters, travel arrangements, alterations to student's timetable and break/lunch arrangements etc.
- If required a lift pass will be issued. The use of stairs within college is not recommended for students on crutches.
- Fire Evacuation and Health and Safety Procedures will be demonstrated and explained.

The safety, welfare and comfort of students and assisting staff will take priority at all times and may result in a reduced timetable within classes.

### The College day will be more comfortable and productive for the student if:

- When on crutches, the Student wears appropriate/supportive footwear and some protection for any injured limbs. (Please ask your GP/Doctor for this prior to returning to College.)
- A snack and a drink for break time will help to sustain energy and concentration.
- We recommend that a packed lunch is provided as the dining hall can be hazardous to those on crutches. (Students eligible for free school meals will be assisted by staff if necessary).
- If necessary the student will be permitted to leave lessons up to 5 minutes early to avoid crowded areas.

Throughout the day the student will be encouraged to check in with staff where relevant.

If it is assessed that the student is unwell/not able to manage within College, then parent(s)/carer(s) will be contacted.

## CONSENT FORM

### The Parent/Carer of students with mobility issues including broken limbs, on crutches or following medical procedures

#### Please return signed form to the College Nurse/SEN

- I confirm that I have read and discussed the College Information/Protocol.
- I understand that due to health and safety issues there may be some restrictions within the student's timetable and that staff will try to accommodate this within SEN where possible.
- I understand that if my child chooses not to follow Health and Safety advice, this could result in a risk of further injury, both to themselves and others. I accept that in such a situation I may be asked to collect my child from school early.
- I agree to keep the college informed of any changes to my child's condition/routines and the provision made for this. (E.g. transport/after-school arrangements.)
- Thank you for your co-operation

Name of Student

Signed Parent/Carer

## CONTACTS

College Nurse: Mrs D Lamb RGN  
T: (01237) 429541

SEN Specialist: Mrs N Braund NNEB/HLTA  
T: (01237) 429204

E: [mail@bidefordcollege.org](mailto:mail@bidefordcollege.org)

W: [www.bidefordcollege.org](http://www.bidefordcollege.org)

T: (01237) 477611

F: (01237) 429599

Bideford College  
Abbotsham Road  
BIDEFORD  
N Devon  
EX39 3AR

# BIDEFORD COLLEGE



## PARENT/CARER INFORMATION

**FOR STUDENTS WITH MOBILITY  
ISSUES INCLUDING BROKEN LIMBS,  
ON CRUTCHES  
OR FOLLOWING MEDICAL  
PROCEDURES**