

Belfast Model School for Girls

Achievement for All



Arrangements for Pupils who are Sick

What a pupil does if she feels unwell in school

If a pupil feels unwell while in class she should speak to the subject teacher who will tell her what to do. If the subject teacher deems it necessary, the pupil will report to the school nurse. The teacher will issue a note for the nurse stating the sick pupil's name and Form, the time at which she leaves class and a brief indication of her sickness. If a pupil needs further attention the nurse will arrange either for her to go home or, if necessary, to hospital.

The nurse lists the names of pupils sent home/hospital each afternoon and posts this list on the Kerr Staffroom Notice board.

Form Tutors and Year Heads should check this list daily.

If a pupil feels unwell at break or lunch-time she should report to the school nurse in the nurse's room (Kerr building).

The nurse is available in school from 9.30 a.m. until 3.00 p.m. each day (2.15 p.m. on Thursday). Pupils who are ill before or after these times, or at other times when the nurse is not available, should be sent to the school Office. The Office will contact the relevant Vice Principal.

If the nurse is not in school then the following teachers may give assistance if needed:

CRAIG BUILDING

Miss Irvine (P.E.)

Mrs Chambers (H.E.)

KERR BUILDING

Mrs Cullen (Bus Stds)

Mrs Clarke (Bus Stds)

Pupils should not be sent to find Form Tutors or Year Heads.

In an emergency teachers should contact one of the Vice Principals.