

HPSC SICK BAY PROTOCOL 2015

CORRECT PROCEDURE FOR COMING TO SICK BAY

1. Inform your teacher that you are unwell and obtain a Sick Bay Pass
2. Go straight to Sick Bay.
3. The First Aid attendant will determine whether you are well enough to return to class or whether you need to go home
4. The First Aid attendant then will call your parents/guardians or emergency contacts to come and collect you.
5. Student leaves with parent/guardian/emergency contact

IMPORTANT THINGS TO NOTE

Students **MUST NOT** call/text their parent/caregiver without seeing the First Aid attendant first.

If a student contacts their parent/caregiver without seeing the First Aid attendant first, they will be issued a warning on their Compass Chronicle. A second warning will result in a detention.

Please ensure that all parent/caregiver and emergency contact information is current and correct.

