



A Message from the Medical Room

Welcome to all new pupils and their families. We hope that your time with us is happy and healthy.

To ensure the best health care and to maintain the safety of all our pupils, we have provided you with some important information:

General Information

In accordance with the professional obligations of all staff working in the Medical Room, medical information, regardless of the pupil's age, will remain confidential. However, teaching staff and others responsible for the care and welfare of pupils do need to be aware of certain medical needs of the pupils in their care. This may include any serious medical conditions or allergies.

Information Update

Parents are responsible for keeping the College informed about changes to their child's health and medical needs throughout his or her time at the College.

All parents should notify the Medical Room / Housemaster/Housemistress ("HMM") / Head of Prep School if their son or daughter has suffered any illness or accident during the holidays. A report from the family doctor or specialist consulted would be appreciated. In the case of an infectious disease, parents are requested not to bring pupils who are unwell back to school until fully recovered.

Required Documentation

- A completed Pupil Medical Information Form is required prior to the first day of attendance at the College. Please make an appointment with the Medical Room to discuss any health concerns which aren't easily logged on the form.
- A copy of the pupil's birth certificate *
- A copy of the pupil's IC or passport *
- A copy of the pupil's immunisation record
- The pupil's personal insurance policy and policy number

**only one copy is needed for the College admissions process*

Medications

- Pupils returning from overseas who bring medication obtained in another country must be willing to provide (from the prescriber) written details of the name, nature, dose and quantity of the drug(s) supplied.
- These must be written or translated into English and permission must be sought from the Medical Room for the pupil to continue taking them whilst under the care of the College.
- If permission has not been granted, but the pupil continues to keep and use the medicine, parents/guardians will be informed and will be expected to assume full responsibility/liability if the pupil continues to take them.
- All medications including vitamin supplements need to be made known to the pupil's HMM and Medical Room upon arrival so that they can be logged and stored safely for use when needed or returned to the pupil as is

applicable. Instructions for use should be included. This can be done on the Pupil Medical Information form (sent to you and available on the Induction Day) or by a note/email from parents/guardians to the Medical Room.

Ill Health/Injury

- If a pupil is unwell, they should attend the Medical Room so that they can be monitored and cared for appropriately. They should not self-administer their own medication.
- Our College Counsellor provides services to support the mental wellbeing of our pupils. In order to give the best support possible, please provide information on previous mental health support and/or issues. Pupils in the Prep school need to have written consent from parents/guardians in order to begin counselling.
- All pupil health concerns are treated with professional care and parents/guardians are contacted if recommended treatment is outside the provision of the Medical Room and/or the College Counsellor, or if the College Nurse has any concerns.
- If a boarder is ill and likely to be in the Medical Room for more than 24 hours, the College nurse will endeavour to contact the pupil's parents/guardians.
- In the event of a contagious illness affecting large numbers of the College population, and according to College Policy, parents/guardians may be requested to remove pupils from the College until they are fully recovered.
- Our outside providers include: Dr Fauziah (a general practitioner close to the College) and Nilai Medical Centre (a small private hospital about 20 minutes away which has an Accident and Emergency Department).
- If you do not live in Malaysia, please ensure your child has access to funds in the event that they are needed for medical expenses. Insurance policies are usually on a pay and claim basis.

For all intent and purposes, it is absolutely essential that you provide us with your child's personal insurance details upon arrival at the College, if not earlier, so that, in the event of an emergency, he/she receives medical treatment immediately.

Health and Physical Development

All pupils undergo a basic assessment each year. This includes height, weight, dental, vision and musculo-skeletal. Any concerns will be discussed with the pupil's parents/guardians.

The Medical Room staff are an integral part of pupil achievement and well-being. Do not hesitate to contact us for further information.

Satwant Kaur
College Healthcare Coordinator
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I, _____ have read and understood the above requirements by the school.
(Name)

_____ (Signed)

_____ (Date)