

DIABETIC PROCEDURE



HAYDON SCHOOL

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PROCEDURE FOR DEALING WITH DIABETIC STUDENTS

2016

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The following Steps set out the Procedure for supporting diabetic Students

Lead Person: Welfare Officer

1. Meet with parent and student prior to starting at Haydon to discuss individual care plan for student.
2. Parent/Carer to bring in insulin pens, snacks and two passport photos on the first day of school.
3. Arrange a medical photo card to be issued to the student to enable them to leave class at any time.
4. Store spare insulin in the fridge with the students name clearly marked.
5. Make up a named box in the cupboard to store snacks and drinks.
6. Speak to Year Team of student to advise them that they have a diabetic student in their year. Year Team to e-mail form tutor and subject teachers.
7. Make up individual care plan with photo for the Medical room board.
8. Make up an individual book for recording each student's visit to the medical room. This includes date, time, blood reading and insulin given or food eaten.
9. Liaise with parents if a student is having a lot of low or high blood sugar readings.
10. Speak to the named diabetic nurse at Hillingdon Hospital (07879 418645) if concerned about a student's welfare.
11. Provide a sharps box for safe disposal of needles.

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