

At Ysgol Hen Felin, the safety and well-being of our pupils is paramount.

We recognise that there will be times when some of our pupils need to undergo surgery, or will experience medical difficulties that will mean extra support is needed from a range of agencies, to enable them to return to school as soon as they are well enough.

We aim to ensure that by working in partnership with parents/carers and other professionals, that we assess and put into place any support and adaptations that are needed to aid their return.

The following guidelines have been developed by the Manual Handling Co-Ordinator in conjunction with the Physiotherapy and Occupational Therapy Teams, to ensure that when a pupil undergoes surgery that has implications for changes to their manual handling programme, systems are in place to prepare for a safe and successful return.

Under normal circumstances, we aim to complete the process within two weeks.

- Parent/carers to contact school when they feel their child has recovered sufficiently from surgery or serious illness. Planning will then begin to facilitate the pupils return.
- The class teacher will compile a list of professionals who will need to be involved in discussions about the pupils' needs.
- Date will be set for Risk Assessment meeting, in conjunction with parents/carers. All relevant therapists and nursing staff will be informed of date.

- Multiagency meeting will be held, and working in partnership, a Risk Assessment of the pupils' needs will be drawn up.
- Following the meeting, School Transport Co-Ordinator will contact Education Transport to discuss transport issues if appropriate.
- The school Manual Handling Co-Ordinator will use the advice given by the therapists to write a new Manual Handling Risk Assessment if needed.
- Class Teacher will write a Risk Assessment addressing implications for class.
- Both of these documents form the final Risk Assessment. This will be considered by the school Health and Safety officer, who will decide if the pupils' needs can be safely met at this time. A date will then be set for the pupil to return to school.
- The Risk Assessment will be shared with parents/carers, class team and all involved therapists/ nursing staff.



Once the date for return to school is set, it may be appropriate for the pupil to take part in a phased return to school, building up gradually to full time attendance.

This can be discussed with the class teacher at the time. We appreciate the need for flexibility and address each individual case according to need.

'Working and learning together to promote excellence and enrich lives'

Need more information?

Further information about the changes that are taking place can be obtained from:

Aron Bradley Headteacher

Summary of Privacy Notice (RCTCBC) How RCTCBC will use your information.

Rhondda Cynon Taff County Borough Council will process requests received for a statutory assessment to be completed on you or your school/ education setting requesting additional support funding in order to carry out an assessment. This will involve collating/sharing information with other service areas within Rhondda Cynon Taff County Borough Council and other organisations such as relevant schools/ educational establishments, Careers Wales, Health Boards, Welsh Government, Special Educational Needs Tribunal Wales, SNAP Cymru and other Local Authorities. Your information will be retained for 35 years.

You have a number of rights in relation to the information including the right of access to information we hold about you and the right of complaint if you are unhappy with the way your information is being processed.

Further information on how we process your information and your rights can be provided upon request.

Ysgol Hen Felin is a Rights Respecting School and a Healthy School.

Ysgol Hen Felin is a Rights Respecting School and we are committed to the principles and values of the United Nations Convention on the Rights of the Child (UNCRC) across all areas of our work.

We are also a Healthy School and we take responsibility for maintaining and promoting the health and wellbeing of the Ysgol Hen Felin team (pupils, parents/carers, staff, governors etc.) This includes teaching pupils about how to lead healthy lives but by enabling our pupils and staff to take control over aspects of the school environment which influence their health.

As a Rights Respecting School we are committed to the principles and values of the United Nations Convention for the Rights of the Child (UNCRC). This approach enables all pupils to access and enjoy the following articles of the convention.

Article 12-Every child has the right to be heard.

Article 28- Every pupil has the right to an education

Article 29- Education must develop every pupils personality, talents and abilities to the full.

Article 42- Every pupil has the right to know their rights.

Further information- If you would like to have more information about our school departments then please contact one of our team leaders.

Parents/Carers' Guide to Returning to School after Surgery

