



KING WILLIAM'S COLLEGE

King William's College & The Buchan School

Seizure Management Protocol

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Next Review Date: 01/21

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Management of a pupil whilst having a Seizure

If at all possible note the time the seizure commences and observe the type for reference to the parents and to the consultant.

1. **The student's** personal safety must be maintained at all times. Remove any hazardous obstacles away from **the student**.
2. Loosen any tight clothing
3. Turn **the student** onto their side (recovery position)
4. Protect the head
5. Prevent other children crowding round if at all possible.

Whilst this is happening a person should inform the nursing staff and parents.

An ambulance should be called if **the student** has recurrent seizures.

If parents are not available when **the student** requires transfer to hospital a member of staff will accompany him and stay with him until a relative arrives who will then assume responsibility.

Never

1. Leave **the student** alone
2. Place anything in the mouth
3. Give food and drink until they are fully conscious
4. Restrict convulsive movement
5. Move them unnecessarily
6. Attempt physical restraint unless he is in danger. Remember **the student** may be confused for some time and forcibly resist any attempt to restrain them

NB Children are occasionally incontinent of urine/and or faeces during a seizure. This they may find disturbing and embarrassing.

If an Ambulance has to be called

In the event of an emergency DIAL 999 and ask for a paramedic ambulance and be ready with the following information;

1. Name of School and telephone number
2. School location
3. State post code IM9 1TP
4. Give your name
5. Give brief details of the pupils' symptoms e.g. child with epilepsy who is experiencing recurrent seizures.

6. Inform ambulance control of the best entrance to the school and state that the crew will be met there.

General Issues

1. The Medical Centre will arrange for all appropriate staff in the school to be briefed about epilepsy and about the contents of this document.
2. The school staff will take all reasonable steps to ensure that **the student** is kept as safe as possible during a seizure. Wherever possible the time the seizure commenced and the type of seizure should be noted for reference to **the student's** parents and the consultant.
3. **The student's** parents will inform the school of any relevant information concerning **the student's** condition and will likewise let the school know of any changes to **the student's** medication.
4. If **the student** needs to leave the school site prior discussions will be held between the school and his parents in order to agree the appropriate provision and safe handling of his medication
5. If medication needs to be given at school **the student's** parents must complete a medication consent form and hand it, with the medication to the school nurses in the Medical Centre, where it can be stored safely.