

ADMISSIONS TERM TIME ONLY

LONG STAY INPATIENTS			
AGE	WARDS	SCHOOLROOMS	ACTIVITY CENTRE
Inpatients Under 2			YES, if accompanied
Inpatients 2-4 years old (Nursery)	Yes Up to 1 hour per day <i>(if not well enough to leave ward & attend the Centre)</i>		YES, accompanied until settled in *
Inpatients 4-5 years (in Reception class)	Yes Up to 1 hour per day <i>(if not well enough to leave ward & attend the Centre)</i>		YES, unaccompanied
Inpatients 6 years old + in School Years 1-13	Yes Up to 1 hour per day <i>(if not well enough to leave ward & attend the School)</i>	YES unaccompanied* 10:00-12:00 2:00 – 3:30	Clubs/Activity Time YES, unaccompanied 12:00-12:30 3:30 - 4:30
OUTPATIENTS – drop in anytime for up to 2 hours			
AGE	WARDS	SCHOOLROOMS	ACTIVITY CENTRE
Outpatients Under 2	Not applicable	Not applicable	YES, if accompanied
Outpatients 2-4 years old (Nursery)	Not applicable	Not applicable	YES, if accompanied
Outpatients 6 years old + (Yrs 1-13)	Not applicable	Not applicable	YES, unaccompanied*
SIBLINGS – (separate policy available)		ACTIVITY CENTRE	
AGE	2 weeks or less	2-4 weeks	
Under 2	Drop in accompanied <i>Up to 2 hours per day</i>	Drop in accompanied <i>Up to 2 hours per day</i>	
2-4 years old Nursery	Drop in accompanied <i>Up to 2 hours per day</i>	Arrange a meeting with Headteacher **Hospital School/Local School referral	
School Age Reception class upwards	Drop in unaccompanied* <i>Up to 2 hours per day</i>	Arrange a meeting with Headteacher **Hospital School/Local School referral	

*Children can be left in the school and centre unaccompanied as long as it is deemed appropriate to do so by School/Activity Centre staff/Ward Staff. Age, special needs and previous schooling experience will all be taken into account.

Decisions to refer long stay siblings (i.e. up to 4 weeks) to our Hospital School can only be taken if we are able to divert inpatient resources to siblings without impacting on statutory duty to provide education to long stay inpatients. **Please see separate policy and note that there can be no guarantee of a school place for siblings.

Please separate guidance for holiday programs in the Activity Centre. We cannot offer ward teaching during the school holidays.