



POLICY FOR SUPPORTING PUPILS IN SCHOOL WITH MEDICAL CONDITIONS

Introduction

1. The Children and Families Act 2014 includes a duty for schools to support children with medical conditions.
2. Where children have a disability, the requirements of the Equality Act 2010 will also apply. Where children have an identified special need, the SEN Code of Practice will also apply.
3. All children have a right to access the full curriculum, adapted to their medical needs and to receive the on-going support, medicines or care that they require at school to help them manage their condition and keep them well.
4. We recognise that medical conditions may impact on social and emotional development, as well as having educational implications.
5. Our school will build relationships with healthcare professionals and other agencies in order to support effectively pupils with medical condition. Roles and responsibilities
6. The headteacher is responsible for children with medical conditions. This includes being responsible for:
 - Informing relevant staff of medical conditions
 - Arranging training for identified staff
 - Ensuring that staff are aware of the need to communicate necessary information about medical conditions to supply staff and, where appropriate, taking the lead in communicating this information
 - Assisting with risk assessment for school visits and other activities outside the normal timetable
 - Developing, monitoring and reviewing Individual Healthcare Plans (IHPs)
 - Working together with parents, pupils, healthcare professionals and other agencies
 - Overseeing the management and provision of support for children with medical conditions
 - Ensuring that sufficient trained numbers of staff are available to implement the policy and deliver individual healthcare plans, including to cover absence and staff turnover.
 - Ensuring that school staff are appropriately trained to administer medication when necessary.

7. The governing body is responsible for:

- Determining the school's general policy and ensuring that arrangements are in place to support children with medical conditions.

8. Teachers and support staff are responsible for:

- The day-to-day management of the medical conditions of children they work with, in line with training received and as set out in IHPs
- Ensuring that risk assessments are carried out for school visits and other activities outside of the normal timetable
- Providing information about medical conditions to supply staff who will be covering their role where the need for supply staff is known in advance.

9. The school nurse is responsible for:

- Notifying the school when a child has been identified as having a medical condition which will require support in school. Wherever possible this should be done before the child starts at our school.
- Providing support for staff on implementing a child's IHP and providing advice and liaison including with regard to training. Procedure when notification is received that a pupil has a medical condition

10. The headteacher will liaise with relevant individuals, including, as appropriate, parents, the individual pupil, health professionals and other agencies to decide on the support to be provided to the child

11. Where appropriate, an IHP will be drawn up.

12. Please see templates at the end of this policy for developing IHPs. Individual healthcare plans (IHPs)

13. An IHP will be written for pupils with a medical condition that is long term and complex.

14. It will clarify what needs to be done, when and by whom and include information about the child's condition, special requirements, medicines required, what constitutes an emergency and action to take in the case of an emergency.

15. Where a child has SEN but does not have a statement or Educational Healthcare Plan (EHCP), their special educational needs will be mentioned in their IHP.

16. IHPs will be reviewed annually, or earlier if evidence is provided that a child's needs have changed.

Administering medicines

17. Written consent from parents must be received before administering any medicine to a child at school.

18. Medicines will only be accepted for administration if they are:

- Prescribed
- In-date
- Labelled
- Provided in the original container as dispensed by a pharmacist and include instructions for administration, dosage and storage.

19. The exception to this is insulin which must be in-date but will generally be available inside an insulin pen or pump, rather than its original container.

20. Medicines should be stored safely. Children should know where their medicines are at all times.

21. Written records will be kept of all medicines administered to children.

22. Pupils who are competent to manage their own health needs and medicines, after discussion with parents or carers, will be allowed to access their medicines for self-medication, but must still be supervised doing so by a member of staff.

Action in emergencies

23. Information on pupils with an IHP will be displayed in the school office and staffroom.

24. Request an ambulance – dial 999 and be ready with the information below. Speak slowly and clearly and be ready to repeat information if asked:

- The school's telephone number: 01209 860547
- Your name
- Your location: Stithians CP School, Church Road, Stithians TR3 7DH
- Provide the exact location of the patient within the school
- Provide the name of the child and a brief description of their symptoms
- Inform ambulance control of the best entrance to use and state that the crew will be met and taken to the patient.

25. Ask a member of staff to open relevant gates for entry.

26. Contact the parents to inform them of the situation

27. A member of staff should stay with the pupil until the parent or carer arrives. If they do not arrive before the pupil is transported to hospital, a member of staff should accompany the child in the ambulance.

Activities beyond the usual curriculum

28. Reasonable adjustments will be made to enable pupils with medical needs to participate fully and safely in day trips, residential visits, sporting activities and other activities beyond the usual curriculum.

29. When carrying out risk assessments, parents or carers, pupils and healthcare professionals will be consulted where appropriate.

Unacceptable practice

30. The following items are not generally acceptable practice with regard to children with medical conditions, although the school will use discretion to respond to each individual case in the most appropriate manner:

- preventing children from easily accessing their inhalers and medication and administering their medication when and where necessary
- assuming that every child with the same condition requires the same treatment
- ignoring the views of the child or their parents, or ignoring medical evidence or opinion (although this may be challenged)
- sending children with medical conditions home frequently or preventing them from staying for normal school activities, including lunch, unless this is specified in their IHPs
 - if the child becomes ill, sending them to the school office unaccompanied or with someone unsuitable
- penalising children for their attendance record if their absences are related to their medical condition, e.g. hospital appointments
- preventing pupils from drinking, eating or taking toilet or other breaks whenever they need to in order to manage their medical condition effectively
- preventing children from participating, or creating unnecessary barriers to children participating, in any aspect of school life, including school trips



Individual healthcare plan

Name of School	Stithians CP School
Child's name	
Class	
Date of Birth	
Address	
Medical diagnosis / condition	
Date	
Review	

Family Contact Details

Name	
Phone no.	
Home	
Work	
Name	
Relationship to Child	
Phone no.	
Home	
Mobile	

Hospital Contact

Name	
Phone no.	

G.P.

Name	
Phone no.	

Who is responsible for providing support in school	
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Describe medical needs and give details of child's symptoms, triggers, signs, treatments, facilities, equipment or devices, environmental issues,	
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etc.	
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Name of medication, dose, method of administration, when to be taken, side effects, contra-indications, administered by/self-administered with/without supervision	
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Daily care requirements	
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Specific support for the pupil's educational, social and emotional needs	
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Arrangements for school visits/trips etc	
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Other information	
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Describe what constitutes an emergency, and the action to take if this occurs	
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Describe what constitutes an emergency, and the action to take if this occurs	
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Plan developed with	
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Staff training needed/undertaken – who, what, when	
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