



## Supporting Pupils with Medical Conditions Policy

Approving Body	Governor/Head Teacher
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Version	V.01
Supersedes Version	
Review Date	Sept 2018
Legislation	Children's and Families Act 2014 section 100
Further Information/Guidance	Supporting Pupils at School with Medical Conditions

## INTRODUCTION

- The Children and Families Act 2014 includes a duty for schools to support children with medical conditions.
- 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.
- 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.
- We recognise that medical conditions may impact social and emotional development as well as having educational implications.
- Our Academies will build relationships with healthcare professionals and other agencies and in order to support effectively pupils with medical condition

## ROLES AND RESPONSIBILITIES

The Named Person responsible for children with medical conditions is **Michaella Stokes**

### **This person is 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 of the normal timetable
- Developing, monitoring and reviewing Individual Healthcare Plans
- Working together with parents, pupils, healthcare professionals and other agencies

### **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.

### **The Head Teacher is responsible for**

- 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 insured and are aware that they are insured

### **Teachers and Support Staff are responsible for:**

- The day to day management of the medical conditions of children they work with.
- Working with the named person, ensure 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

### **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 the Academy.
- Providing support for staff on implementing a child's individual healthcare plan and providing advice and liaison including with regard to training

### **WHEN NOTIFICATION IS RECEIVED THAT A PUPIL HAS A MEDICAL CONDITION**

- The named person 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
- Where appropriate, an Individual Healthcare Plan will be drawn up

### **INDIVIDUAL HEALTHCARE PLANS (IHCPs)**

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

- 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
- Where a child has SEN but does not have a statement or EHC plan, their special educational needs will be mentioned in their IHCP
- IHCPs will be reviewed if evidence is provided that a child's needs have changed

## **ADMINISTERING MEDICINES**

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

**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.
- The exception to this is insulin which must be in date but will generally be available inside an insulin pen or pump, rather than in its original container.
- Medicines should be stored safely. Children should know where their medicines are at all times.
- Written records will be kept of all medicines administered to children
- Pupils who are competent to manage their own health needs and medicines, after discussion with parents/carers will be allowed to carry their own medicines and relevant devices or will be allowed to access their medicines for self-medication

## **ACTIVITIES BEYOND THE USUAL CURRICULUM**

- 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
- When carrying out risk assessments, parents/carers, pupils and healthcare professionals will be consulted where appropriate

## **COMPLAINTS**

- An individual wishing to make a complaint about actions regarding the school's actions in supporting a child with medical conditions should discuss this with the Academy in the first instance