

SANDFORD PRIMARY SCHOOL



Medical Conditions Policy

Approved by: Lorna Richardson **Date:** 13.5.24

Last reviewed on: May 2024

Next review due by: May 2025

Supporting Pupils with Medical Needs

Definition

Pupils' medical needs may be broadly summarised as being of two types:

- (a) Short-term affecting their participation in school activities which they are on a course of medication.
- (b) Long-term potentially limiting their access to education and requiring extra care and support (deemed **special medical needs**).

Policy Statement

- ✓ We are an inclusive community that welcomes and supports pupils with medical conditions.
- ✓ We understand that pupils can suffer from long term, short term, chronic and acute illnesses and will provide for all pupils without exception or discrimination. This includes both physical and mental health conditions.
- ✓ We provide all pupils with any medical condition the same opportunities as others at school, enabling them to play a full and active role in school life, remain healthy and achieve their academic potential.

We will help to ensure they can:

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution

Rationale

LAs and schools have a responsibility for the health and safety of pupils in their care. The Health and Safety at Work Act 1974 makes employers responsible for the health and safety of employees and anyone else on the premises. In the case of pupils with special medical needs, the responsibility of the Academy is to make sure that safety measures cover the needs of all pupils at the school. This may mean making special arrangements for particular pupils who may be more at risk than their classmates. Individual procedures may be required. The

Academy is responsible for making sure that relevant staff know about and are, if necessary, trained to provide any additional support these pupils may need.

The Children and Families Act 2014, from September 2014, places a duty on schools to make arrangements for children with medical conditions. **Pupils with special medical needs have the same right of admission to school as other children and cannot be refused admission or excluded from school on medical grounds alone.** However, teachers and other school staff in charge of pupils have a common law duty to act in loco parentis and may need to take swift action in an emergency. This duty also extends to teachers leading activities taking place off the school site. This could extend to a need to administer medicine.

The prime responsibility for a child's health lies with the parent who is responsible for the child's medication and should supply the school with information.

Aims

The school aims to:

- ✓ assist parents in providing medical care for their children;
- ✓ educate staff and children in respect of special medical needs;
- ✓ liaise as necessary with medical services in support of the individual pupil;
- ✓ ensure access to full education if possible.
- ✓ monitor and keep appropriate records.

Entitlement

The school accepts that pupils with medical needs should be assisted if at all possible and that they have a right to the full education available to other pupils.

The school believes that pupils with medical needs should be enabled to have full attendance and receive necessary proper care and support.

The school accepts all employees have rights in relation to supporting pupils with medical needs as follows:

- ✓ choose whether or not they are prepared to be involved;
- ✓ receive appropriate training;
- ✓ work to clear guidelines;
- ✓ have concerns about legal liability;
- ✓ bring to the attention of management any concern or matter relating to supporting pupils with medical needs.

Expectations

It is expected that:

- ✓ parents will be encouraged to co-operate in training children to self-administer medication if this is practicable and that members of staff will only be asked to be involved if there is no alternative;
- ✓ where parents have asked the school to administer the medication for their child they must provide the medicine in a sealed container, labelled with the prescription and dosage. This must be brought to the school office and a medical administration form completed to give permission for a member of staff to administer the medicine. Pupils should not bring in their own medicine.
- ✓ that employees will consider carefully their response to requests to assist with the giving of medication or supervision of self-medication and that they will consider each request separately.
- ✓ the school will liaise with the School Health Service for advice about a pupil's special medical needs, and will seek support from the relevant practitioners where necessary and in the interests of the pupil.
- ✓ any medicines brought into school by the staff e.g. headache tablets, inhalers for personal use should be stored in an appropriate place and kept out of the reach of the pupils.
- ✓ Any staff medicine is the responsibility of the individual concerned and not the school.

Policy into Practice

Members of the SLT will administer medicines to pupils and countersigned by another member of staff

There is a need for proper documentation at all stages when considering the issue of support for pupils with medical needs in school.

All staff understand the medical conditions that affect pupils at this school.

Staff receive training, where appropriate, on the impact medical conditions can have on pupils.

This school ensures all staff receive appropriate first aid training and have easy access to first aid equipment.

The main first aid boxes are located in the first aid room/business managers room.

All classrooms have a basic first aid kit and full, portable first aid kits are taken on any off site visits.

This school ensures this policy is applied across the curriculum, including PE and Educational Visits.

Individual Medical Plan

All children with a medical condition at this school have an Individual Healthcare Plan (IHP), which explains what help they will need in an emergency. The IHP will accompany a pupil

should they need to attend hospital. Parental permission will be sought and recorded in the IHP for sharing the IHP with emergency care settings. IHPs should be developed in the context of assessing and managing risks to the pupil's education, health and social wellbeing and to minimise disruption. IHPs should consider;

- The medical condition, its trigger, signs, symptoms and treatment
- The pupil's resulting needs, including medication (its side-effects and storage) and other treatments, dose, time, facilities, equipment, testing, dietary requirements and environmental issues
- Specific support for the pupil's educational, social and emotional needs, for example how absences will be managed, requirements for extra time to complete work, rest periods or additional support including counselling
- The level of support needed, including in emergencies
- Who will provide this support, their training needs, expectations of their role and confirmation of their proficiency to provide support for the pupil's medical needs from a healthcare professional
- Who in school needs to be aware of the child's condition and the support required
- Written permission from parents and the head teacher for medication to be administered
- Separate arrangements or procedures required for school trips or other school activities outside the normal school timetable that will ensure the pupil can participate, e.g. risk assessments
- Arrangements for travel to and from school and what should be done if an emergency arises (at this school we request that the parent, or an appropriate representative, delivers and collects the pupil to and from school)
- Where confidentiality issues are raised by the parent or pupil, the designated individuals to be entrusted with information about the child's condition
- What to do in an emergency, including who to contact and contingency arrangements

Impact assessment

We have carried out an impact assessment on this policy on different groups of people to ensure that our proposals are not discriminative and promote equal opportunities