



Eynsham Community Primary School Policy Supporting Pupils with Medical Conditions

Headteacher:

Date:

Reviewed by Governing body:

Date:

Eynsham Community Primary School Policy

Supporting Pupils with Medical Conditions

This policy should be read in conjunction with our Safeguarding and Child Protection Policy

Introduction

Most pupils will at some time have a medical condition that may affect their participation in school activities. For many this will be short term. Other children have medical conditions that, if not properly managed, could limit their access to education. Such pupils are regarded as having medical needs. Most of these children will be able to attend school regularly and take part in normal school activities.

This policy outlines responsibilities and procedures for supporting children at Eynsham Community Primary School who have medical needs. The Headteacher is responsible for implementing the governing body's policy in practice and for developing detailed procedures.

Procedures

Upon notification that a child has a medical condition we ensure that:

- sufficient staff are suitably trained
- all relevant staff are made aware of a child's condition
- cover arrangements in case of staff absence/turnover is always available
- supply teachers are briefed
- risk assessments for visits and activities out of the normal timetable are carried out
- individual healthcare plans are monitored (at least annually)
- transitional arrangements between schools are carried out
- if a child's needs change, the above measures are adjusted accordingly

Where children are joining Eynsham Community Primary School at the start of a new academic year, these arrangements should be in place for the start of term. Where a child joins mid-term or a new diagnosis is given, arrangements should be in place as soon as possible, ideally within two weeks.

Any pupil with a medical condition requiring medication or support in school should have an individual healthcare plan which details the support that child needs. Plans should be drawn up in partnership between the school, parents and a relevant healthcare professional. The

school, healthcare professional and parent should agree, based on evidence, when a healthcare plan would be inappropriate or disproportionate.

Individual Healthcare Plans (IHPs)

The following information should be considered when writing an individual healthcare plan:

- the medical condition, its triggers, signs, symptoms and treatments
- the pupil's resulting needs, including medication and other treatments, times, facilities, equipment, testing, dietary requirements and environmental issues
- specific support for the pupil's educational, social and emotional needs
- the level of support needed including in emergencies
- who will provide support, their training needs, expectation of their role, confirmation of their proficiency and cover arrangements
- who in school needs to be aware of the child's condition and the support required
- arrangements for written permission from parents and the head teacher for medication to be administered by a member of staff or self-administered (children who are competent should be encouraged to take responsibility for managing their own medicines and procedures, with an appropriate level of supervision)
- separate arrangements or procedures required for school trips or other school activities outside of the normal school timetable that will ensure the child can participate
- confidentiality
- what to do if a child refuses to take medicine or carry out a necessary procedure
- what to do in an emergency, who to contact and contingency arrangements
- where a child has SEN but does not have an Education, Health and Care plan, their special educational needs should be mentioned in their individual healthcare plan

Roles and Responsibilities

Supporting a child with a medical condition during school hours is not the sole responsibility of one person. The school will work collaboratively with the relevant person or agency to provide effective support for the child.

Parents

- must provide the school with sufficient and up-to-date information about their child's medical needs
- are the key partners and should be involved in the development and review of their child's IHP
- will carry out any action they have agreed to as part of the IHP implementation

The Governing Body

- must make arrangements to support pupils with medical conditions and ensure this policy is developed and implemented
- must ensure sufficient staff receive suitable training and are competent to support children with medical conditions
- must ensure the appropriate level of insurance is in place and appropriately reflects the level of risk

The Head Teacher

- will ensure all staff are aware of this policy and understand their role in its implementation
- will ensure all staff who need to know are informed of a child's condition
- will ensure sufficient numbers of staff are trained to implement the policy and deliver IHPs, including in emergency and contingency situations, and they are appropriately insured
- is responsible for the development of IHPs
- will contact the school nursing service in the case of any child with a medical condition who has not been brought to the attention of the school nurse

School Staff

- any staff member, trained in first aid, may be asked to provide support to pupils with medical conditions, including the administering of medicines, although they cannot be forced to do so
- should receive sufficient and suitable training and achieve the necessary level of competency before taking on the responsibility of supporting children with medical conditions
- any staff member, should have sufficient knowledge to respond accordingly when they become aware that a pupil with a medical condition needs help. This would involve alerting a fully trained first aider.

School Nurses

- are responsible for notifying the school when a child has been identified as having a medical condition which will require support in school
- may support staff on implementing a child's IHP and provide advice and liaison
- may be requested by school to seek clarification around a particular medical issue

Other healthcare professionals

- will notify the school nurse when a child has been identified as having a medical condition that will require support at school
- may provide advice on developing healthcare plans
- Specialist local teams may be able to provide support for particular conditions (eg. Asthma, diabetes)

Pupils

- should, wherever possible, be fully involved in discussions about their medical support needs and contribute to, and comply with, their IHP

School Trips

Schools should make arrangements for the inclusion of children in such activities with any adjustments as required unless evidence from a clinician such as a GP states this is not possible. Staff supervising excursions should be aware of any medical needs, and relevant emergency procedures. Staff should carry out a risk assessment to ensure that children with medical needs are included. Sometimes an additional supervisor or parent might accompany a particular pupil.

Sporting Activities

Children with medical needs will be encouraged to take part in sporting activities appropriate to their own abilities. Any restrictions on a child's ability to participate in PE will be included in their individual healthcare plan.

Good Practice

Children with medical conditions are entitled to a full education and have the same rights of admission to school as other children. Children with a medical condition will not be denied admission or be prevented from taking up a place in school because arrangements for their medical condition have not been made.

The following practice is considered not acceptable:

- preventing children from easily accessing their medication and administering it when and where necessary
- assuming children with the same condition require the same treatment
- ignoring the views of the child, their parents; ignoring medical advice or opinion
- sending children with medical conditions home frequently or prevent them from staying for normal school activities (unless specified in IHP)
- penalising children for their attendance record if their absences are related to their medical condition that is recognized under this policy
- preventing children from drinking, eating or taking toilet breaks whenever they need to in order to manage their medical condition effectively
- to require parents to attend school to administer medication or provide medical support to their child, including toileting issues
- preventing children from participating, or create unnecessary barriers to children participating in any aspect of school life, including school trips

Should parents or pupils be dissatisfied with the support provided they should discuss their concerns directly with the school. If this does not resolve the issue, they may make a formal complaint via the school's complaints procedure.

Date adopted:

Signed: _____ Print: _____ (Governing Body)

Signed: _____ Print: _____ (Headteacher)

Date to be reviewed: