

Supporting Pupils at School with Medical Conditions

Rationale

The school has a duty under Section 100 of the Children and Families Act 2014 to make arrangements for supporting pupils at school with medical conditions. The governing body will ensure that arrangements are in place to support pupils with medical conditions and in doing so they should ensure that such children can access and enjoy the same opportunities at school as any other child. The governing body will therefore ensure that the focus is on the needs of each individual child and how their medical condition impacts on their school life. The governing body will endeavour to ensure that arrangements give parents and pupils confidence in the school's ability to provide effective support for medical conditions in school. The arrangements should show an understanding of how medical conditions impact on the child's ability to learn as well as increase their confidence and promote self care. They will ensure that staff are properly trained to provide the support that pupils need.

Purpose

Children with medical conditions are entitled to a full education and have the same rights of admission to school as other children. This means that no child with a medical condition should be denied admission or prevented from taking up a place in school because arrangements for their medical condition have not been made. However, in line with their safeguarding duties, governors do not have to accept a child in school at times when it would be detrimental to the health of that child or others to do so.

General Guidelines

When a school is notified that a child has a medical condition procedures are in place to cover any transitional arrangements between schools and to make provision for any staff training or support. School does not have to wait for a formal diagnosis before providing support for a pupil.

Healthcare Plans (HCP)

Individual Healthcare plans will help school effectively support pupils with medical conditions. They will provide clarity about what needs to be done, when and by whom. Plans will be drawn up in partnership between school, parents and a relevant healthcare professional eg school or specialist nurse. Pupils will be involved whenever appropriate. Plans will be reviewed at least annually or earlier if evidence is presented that the child's needs have changed. Where a child has a special educational need identified in a statement or Education Health and Care Plan (EHCP) the Healthcare Plan (HCP) will be linked to, or become part of, that statement or EHCP.

Considerations when creating a Healthcare Plan (HCP):

- The medical condition, its triggers, signs, symptoms and treatments
- Specific support for the child's educational, social and emotional needs eg how absences will be managed, requirements for extra time to complete tests, use of rest periods or additional support in catching up with lessons or counselling sessions
- The level of support needed, including in emergencies. If a child is managing their own medication, appropriate arrangements for monitoring should be clearly stated
- Who will provide this support, their training needs, expectations of their role and cover arrangements for when they are unavailable

- Who in the school needs to be aware of the child's condition and the support required
- Arrangements for written permission from parents or delegated person for medication to be administered by a member of staff, or by the child themselves, during school hours
- Separate arrangements or procedures for school trips or other school activities outside of the normal school timetable that will enable the child to participate eg risk assessments
- Where confidentiality issues are raised by the parent of a child, 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

Roles and Responsibilities

Supporting a child with a medical condition during school hours is not the sole responsibility of one person. School will work in partnership with healthcare professionals, social care professionals, Local Authorities, parents and pupils.

Governing Body

The governing body will make arrangements to support children with medical conditions in school and ensure that a policy is developed and implemented. The governing body will ensure that sufficient staff have received suitable training and are competent before they take on responsibility to support children with medical conditions.

Headteacher

The headteacher will ensure that the school's policy is developed and effectively implemented. He will ensure that all staff who need to know are aware of the child's condition and understand their role in the implementation of the policy. He will also ensure that there are sufficient trained numbers of staff available to implement the policy and recommendations on the Healthcare Plan.

School Staff

School staff may be asked to provide support to children with medical conditions, including administration of medicines. They will receive sufficient and suitable training and achieve the necessary level of competency before they take on the responsibility to support children with medical conditions.

School Nurse

The school nurse will notify the school when a child has been identified as having a medical condition which will require support in school. She will provide advice and liaise with staff on the implementation of a child's Healthcare Plan.

Other Healthcare Professionals

Specialist health teams should provide support in school for children with particular conditions eg asthma, diabetes.

Children

When appropriate, children will be involved in discussions about their medical support needs and contribute to their Healthcare Plan if necessary.

Parents

Parents should provide the school with sufficient and up to date information about their child's medical needs. They will be involved in the development and review of their child's Healthcare Plan and will provide medicines and equipment as needed. It is important that they, or another nominated adult, are contactable at all times.

Staff Training and Support

The relevant healthcare professional will normally lead on identifying and agreeing with the school, the type and level of training required and how this can be obtained. Training will be sufficient to ensure that staff are competent and have confidence in their ability to support children. This includes an understanding of the medical condition and procedures to be followed, as well as preventative and emergency measures should a problem occur.

Child's Role in Managing their own Medical Needs

The governing body will ensure that arrangements are made for children who are competent to manage their own health needs and medicines. Wherever possible, children will be able to have access to their medicines for quick and easy administration, with an appropriate level of supervision as required. If it is not appropriate for a child to manage their medicine themselves then relevant staff should help to manage procedures for them, including giving medicine. If a child refuses to take medicine or carry out a necessary procedure, parents should be informed that medication has not been administered and the reason.

TO BE READ IN CONJUNCTION WITH POLICY ON MANAGING MEDICINES IN SCHOOL.

Record Keeping

Written records will be kept of all medicines administered to children. Parents will be informed if their child has been unwell in school.

Emergency Procedures

Where a child has a Healthcare Plan this will clearly define what constitutes an emergency and explain what to do including ensuring that all relevant staff are aware of emergency symptoms and procedures. Other children in school should know what to do in general terms such as informing a teacher immediately if they think help is needed. If a child needs to be taken to hospital, staff should stay with the child until the parent arrives or accompany a child to hospital in an ambulance.

Off Site Activities

The Governing Body will ensure that arrangements are clear about the need to actively support children with medical conditions to participate in school trips and visits, or in sporting activities. School will make arrangements for the inclusion of children in such activities with any adjustments as required, unless evidence from a medical professional states that this is not possible. A risk assessment may be necessary so that planning arrangements take account of any measures needed to ensure that pupils with medical conditions are included.

Conclusion

Any parents of pupils dissatisfied with the support provided should discuss their concerns directly with the school. If this cannot be resolved parents may make a formal complaint via the school's complaints procedure.

The Headteacher will have overall responsibility for the implementation of this policy and that risk assessments for school visits are undertaken.