

Agreed by FGB	July 2024
Next review	June 2026



## Supporting Children with Medical Conditions

### Aims

This policy aims to ensure that staff and parents understand how our school will support students with medical conditions to ensure students with medical conditions are supported to access equity of provision in line with their peers.

The Head Teacher will implement this policy by:

1. Making staff aware of student's condition, where appropriate
2. Making sure sufficient staff are suitably trained
3. Making sure there are arrangements in place to support students with medical conditions
4. Providing supply teachers with appropriate information about the policy and relevant students
5. Developing and monitoring individual healthcare plans (IHPs)

### Legislation and statutory responsibilities

This policy meets the requirements under Section 100 of the Children and Families Act 2014, which places a duty on the appropriate body to make arrangements for supporting students at their school with medical conditions.

### Staff

Supporting students with medical conditions during school hours is not the sole responsibility of one person. Any member of staff may be asked to provide support to students with medical conditions. This includes the administration of medicines. Those staff who take on the responsibility to support students with medical conditions will receive sufficient and suitable training, and will achieve the necessary level of competency before doing so. All staff will know what to do and respond accordingly when they become aware that a student with a medical condition needs help.

### Parents/Carers

Parents/carers will:

1. Provide the school with sufficient and up-to-date information about their child's medical needs.
2. Be responsible for the provision/supply of required medicines and equipment, including replacing when appropriate and ensuring medication is in date.
3. Be involved in the development and review of their child's IHP and may be involved in its drafting
4. Carry out any action they have agreed to as part of the implementation of the IHP.

### Students

Students with medical conditions, where appropriate, will be encouraged to develop independence in their care practices.

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### **Equal opportunities**

Every possible effort will be deployed to ensure students with medical conditions can participate in school trips and visits, or in physical activities.

### **Risk assessments**

Risk assessments will be carried out so that planning arrangements take into account any steps needed to ensure that students with medical conditions have maximum access to participate in the provision.

### **Individual healthcare plans (IHP)**

When the school is notified that a student has a medical condition, it will be agreed with a healthcare professional and the parents/carers, and the presented evidence, whether an IHP would be appropriate. Not all students with a medical condition will require an IHP. If there is not a consensus, the Head Teacher will make the final decision. Plans will be drawn up in partnership with the school, parents/carers and, if appropriate, a relevant healthcare professional. IHPs will be linked to, or become part of, any statement of special educational needs (SEN) or education, health and care (EHC) plan. If a student has SEN but does not have a statement or EHC plan, the SEN will be mentioned in the IHP. The level of detail in the plan will depend on the complexity of the child's condition and how much support is needed.

The head Teacher has overall responsibility for the development of IHPs for students with medical conditions. Plans will be reviewed at least annually, or earlier if there is evidence that the student's needs have changed. Plans will be developed with the student's best interests in mind and will set out:

1. The medical condition, its triggers, signs, symptoms and treatments
2. The student's resulting needs, including medication (dose, side effects and storage) and other treatments, time, facilities, equipment, testing, access to food and drink where this is used to manage their condition, dietary requirements and environmental issues, e.g. crowded spaces.
3. Specific support for the student's educational, social and emotional needs.
4. The level of support needed, including in emergencies.
5. Who will provide this support, their training needs, and expectations of their role and confirmation of proficiency to provide support for the student's medical condition from a healthcare professional, and cover arrangements for when they are unavailable.
6. Who in the school needs to be aware of the student's condition and the support required
7. Arrangements for written permission from parents/carers and the Head Teacher for medication to be administered by a member of staff.
8. Separate arrangements or procedures required for school trips or other school activities outside of the normal school timetable that will ensure the student can participate, e.g. risk assessments.
9. Where confidentiality issues are raised by the parent/carer, the designated individuals to be entrusted with information about the student's condition.
10. What to do in an emergency, including who to contact, and contingency arrangements

### **Managing medicines**

Prescription medicines only will be administered at school when it would be detrimental to the student's health or attendance not to do so and where we have parents/carers' written consent.

Grandpont will only accept prescribed medicines that are:

- In date
- Labelled
- Provided in the original container, as dispensed by the pharmacist, and include instructions for administration, dosage and storage. Insulin that is inside an insulin pen or pump rather than its original container, is acceptable, but must be in date.

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### **Storing medicines**

- All medicines will be stored safely, but with ease of access for adults
- Medicines and devices such as asthma inhalers, blood glucose testing meters and adrenaline pens will always be readily available and not locked away.
- Medicines will be returned to parents to arrange for safe disposal when no longer required.

### **Administering medicines**

- Anyone giving a student any prescribed medication (for example, for pain relief) will first check maximum dosages and when the previous dose was taken.
- Anyone giving a student any prescribed medication will record:
  - Time medicine administered
  - Dose administered
  - Any implications
- Records of any administered medication will be shared with parents/carers on the same day.

### **Emergency procedures**

Staff will follow the school's normal emergency procedures (for example, calling 999). All students' IHPs will clearly set out what constitutes an emergency and will explain what to do.

If a student needs to be taken to hospital, staff will stay with the student until the parent/carer arrives, or accompany the student to hospital by ambulance.

### **Training**

Staff who are responsible for supporting students with medical needs will receive suitable and sufficient training to do so. The training will be identified during the development or review of IHPs. Staff who provide support to students with medical conditions will be included in meetings where this is discussed. The relevant healthcare professionals will lead on identifying the type and level of training required and will agree this with the Head Teacher. Training will be kept up to date.

### **Record keeping**

Administering adults will ensure that written records are kept of all medicine administered to students. Parents/carers will be informed if their student has been unwell at school. IHPs are kept in a readily accessible place which all staff are aware of.

### **Liability and indemnity**

'Grandpont' will ensure that the appropriate level of insurance is in place that appropriately reflects the school's level of risk.