

Reviewed: September 2026
Next Review Date: September 2027

Signed by:

Headteacher

Mrs Claire Jones

Date: September 2026

Co-Chairs of Governors

Mrs Joanna Potter and Mrs Danielle Smith

Date: September 2026

Euxton Primrose Hill Primary School

Supporting Pupils with Medical Conditions Policy



Courage • Ambition • Respect • Excellence

Together we will make a difference

1. Statement of intent

Euxton Primrose Hill Primary School is committed to ensuring that pupils with medical conditions are supported safely, appropriately and inclusively so that they can access education and participate fully in school life.

We recognise that some medical conditions may be long-term, complex or life-threatening and may affect a pupil's physical health, emotional wellbeing, learning or ability to participate in school activities. The school will work in partnership with pupils, parents/carers, healthcare professionals and other relevant services to understand and meet individual needs.

The school will:

- make appropriate arrangements to support pupils with medical conditions while they are in school;
- ensure that pupils are not unnecessarily prevented from accessing learning, activities, educational visits, clubs or other aspects of school life because of their medical condition;
- make reasonable adjustments where required to enable pupils with medical conditions to participate fully;
- develop and maintain Individual Healthcare Plans (IHPs) where appropriate;
- ensure that staff have access to the information, guidance and training they need to support pupils safely;
- promote pupils' confidence, independence and self-care in managing their medical needs, where appropriate to their age, understanding and individual circumstances;
- work with parents/carers and healthcare professionals to review arrangements when a pupil's medical needs change; and
- ensure that medical information is shared appropriately and confidentially with staff who need it to keep the pupil safe.

This policy provides the overarching framework for supporting pupils with medical conditions. Detailed arrangements for first aid, the administration of medication and allergy safety are set out in the school's First Aid Policy, Administration of Medication Policy and Allergen and Anaphylaxis Policy.

The school will have regard to the Department for Education's statutory guidance *Supporting pupils with medical conditions at school* and relevant legislation and local authority guidance.

2. Legal Framework and Related Policies

This policy is based on the school's duty to make arrangements to support pupils with medical conditions and has regard to the Department for Education statutory guidance *Supporting pupils with medical conditions at school*.

The school will also have regard to relevant legislation and guidance, including:

- Section 100 of the Children and Families Act 2014;
- the Equality Act 2010, including the duty to make reasonable adjustments for disabled pupils;

- the Special Educational Needs and Disability (SEND) Code of Practice;
- the Early Years Foundation Stage (EYFS) Statutory Framework, where applicable; and
- relevant Lancashire County Council guidance and procedures.

This policy should be read alongside the school's:

- First Aid Policy;
- Administration of Medication Policy;
- Allergen and Anaphylaxis Policy;
- Attendance Policy;
- SEND Policy;
- Safeguarding and Child Protection Policy;
- Educational Visits Policy; and
- relevant Individual Healthcare Plans (IHPs) and clinical care plans.

Where a pupil has an allergy, the school will follow its separate Allergen and Anaphylaxis Policy and the Department for Education statutory guidance *Allergy safety in schools*.

Where a pupil is unable to attend school because of illness or injury, the school will work with the Local Authority and family in accordance with the relevant arrangements for education for children with health needs who cannot attend school.

3. Roles and Responsibilities

Governing Board

The Governing Board will:

- ensure that appropriate arrangements are in place to support pupils with medical conditions;
- approve and regularly review this policy;
- ensure that the school's arrangements support pupils to access education and participate fully in school life;
- provide appropriate oversight of the school's arrangements for supporting pupils with medical conditions; and
- ensure that the policy is readily accessible to parents/carers and staff.

Headteacher

The Headteacher will:

- have overall responsibility for implementing this policy;
- ensure that appropriate arrangements are in place for pupils with medical conditions;
- ensure that Individual Healthcare Plans (IHPs) are developed and reviewed where appropriate;
- ensure that staff have appropriate information and, where necessary, training to support pupils safely;
- ensure that relevant policies and individual arrangements work together effectively;

- work with pupils, parents/carers, healthcare professionals and other relevant agencies to meet individual needs; and
- ensure that arrangements are reviewed when a pupil's medical needs change.
- Designated Member of Staff

The Headteacher will designate a member of staff to coordinate arrangements for pupils with medical conditions.

The designated member of staff will:

- maintain an overview of pupils with significant medical needs;
- coordinate the development and review of IHPs where appropriate;
- ensure that relevant staff are aware of pupils' medical needs and agreed support arrangements;
- liaise with parents/carers and relevant healthcare professionals as necessary;
- support staff in understanding their responsibilities;
- monitor whether agreed arrangements remain appropriate; and
- ensure that relevant information is passed on when pupils move class, year group or school.

School Staff

All staff will:

- take reasonable steps to support the health, safety, wellbeing and inclusion of pupils with medical conditions;
- be familiar with the information they need to support pupils safely;
- follow relevant IHPs and agreed individual arrangements;
- follow the school's First Aid Policy, Administration of Medication Policy and Allergen and Anaphylaxis Policy where applicable;
- attend relevant training where required;
- respect pupils' dignity, privacy and confidentiality; and
- report any concerns, changes in a pupil's medical condition or incidents relating to their medical needs to the appropriate member of staff.

Staff will not be expected to provide medical support or administer medication unless they have agreed to do so and, where necessary, have received appropriate training.

Parents/Carers

Parents/carers will:

- provide the school with accurate and up-to-date information about their child's medical condition and support needs;
- provide relevant medical information, care plans and medication as required;
- inform the school promptly of any changes to their child's medical condition, treatment or medication;
- participate in the development and review of their child's IHP where appropriate;
- work with the school and relevant healthcare professionals to support their child; and
- follow the school's procedures for providing and replacing medication.

Pupils

Pupils will be involved in decisions about their medical support where appropriate to their age and understanding.

Where appropriate, pupils will be encouraged to develop increasing independence in managing their medical condition, including self-care and self-administration of medication, in accordance with their individual circumstances, medical advice and the school's agreed arrangements.

4. Individual Healthcare Plans (IHPs)

Where a pupil has a medical condition that requires specific support or arrangements during the school day, the school will consider whether an Individual Healthcare Plan (IHP) is appropriate.

An IHP will be developed in partnership with the pupil, parent/carer and, where appropriate, relevant healthcare professionals. The purpose of an IHP is to ensure that there is a clear understanding of the pupil's medical needs and the support required to enable them to attend and participate safely in school.

An IHP may include:

- details of the pupil's medical condition and relevant symptoms;
- the support and adjustments required during the school day;
- medication and emergency medication arrangements;
- actions to be taken in an emergency;
- arrangements for physical activity, PE, educational visits and other activities where relevant;
- arrangements for managing the pupil's participation in school life;
- any reasonable adjustments required;
- arrangements for the pupil's increasing independence and self-management, where appropriate;
- details of staff who need to be aware of the pupil's medical needs; and
- arrangements for communication with parents/carers and relevant healthcare professionals.

The level of detail in an IHP will reflect the individual pupil's needs. Not every pupil with a medical condition will require an IHP.

Where appropriate, an IHP may incorporate or refer to existing healthcare documentation, such as an Allergy Action Plan, Asthma Plan or other clinical care plan, rather than duplicating information.

Developing and Reviewing IHPs

The school will aim to ensure that an IHP is in place before a pupil with significant medical needs starts or returns to school where this is reasonably practicable.

IHPs will be reviewed:

- at least annually where appropriate;
- when there is a significant change in the pupil's medical condition or treatment;
- following a significant medical incident;

- where the existing arrangements are no longer appropriate; or
- when requested by the pupil, parent/carer or relevant healthcare professional where there is a reasonable basis for review.

Where a pupil moves class or year group, relevant information from their IHP will be shared with the staff who need it to support the pupil safely.

The school will ensure that IHPs are stored securely and that information is shared only with those who need to know in order to support the pupil safely and effectively.

5. Supporting Pupils in School

The school will take reasonable steps to ensure that pupils with medical conditions are able to access education and participate as fully as possible in school life.

Support will be based on the individual needs of the pupil and may include reasonable adjustments to the school environment, curriculum, routines or activities.

The school will consider, where appropriate:

- access to the curriculum and classroom activities;
- PE, swimming, sport and physical activity;
- educational visits, residential visits and other off-site activities;
- school clubs and extra-curricular activities;
- school events and celebrations;
- access to appropriate rest, support or adjustments during the school day;
- arrangements for managing fatigue, pain or other symptoms;
- access to food and drink where this forms part of the pupil's medical needs;
- reasonable adjustments to routines or expectations; and
- arrangements to support the pupil's emotional wellbeing and confidence.

Pupils with medical conditions will not be unnecessarily excluded from activities or treated differently from their peers because of their medical condition. Where a particular activity presents a medical risk, the school will consider whether reasonable adjustments or alternative arrangements can enable the pupil to participate safely.

The school will work with parents/carers and, where appropriate, healthcare professionals to identify suitable adjustments and ensure that staff understand any arrangements that are required.

Attendance and Access to Education

The school will support pupils with medical conditions to attend school regularly wherever possible.

Where a pupil is unable to attend school because of their health needs, the school will work with the pupil, parents/carers and Lancashire County Council in accordance with the arrangements for children who cannot attend school because of health needs.

Where a pupil has been absent for a significant period because of a medical condition, the school will work with the pupil, family and relevant professionals to support a successful return to school. This may include a planned or phased reintegration where appropriate.

Any reduced or part-time timetable will only be used where it is necessary and appropriate to the individual circumstances, will be agreed with parents/carers, and will be reviewed regularly with the aim of supporting the pupil to access full-time education as soon as reasonably possible.

Educational Visits and Activities

The school will make reasonable efforts to ensure that pupils with medical conditions can participate in educational visits, residential visits, sporting activities and other school activities.

Medical needs will be considered as part of the planning and risk assessment process. Where appropriate, relevant medication, healthcare plans, trained staff and emergency arrangements will accompany the pupil.

Medical needs will not, in themselves, be used as a reason to prevent a pupil from participating where safe and reasonable arrangements can be made.

6. Staff Training and Information

The school will ensure that staff have sufficient information and, where necessary, appropriate training to support pupils with medical conditions safely and effectively.

The level of training provided will reflect the needs of individual pupils and the responsibilities of the staff involved.

Training may be provided by an appropriately qualified healthcare professional, the Local Authority or another suitably competent provider, as appropriate to the pupil's needs.

Staff who are required to undertake specific medical procedures or administer medication will receive appropriate training before being expected to carry out those responsibilities.

Relevant staff will be given access to the information they need to support individual pupils, including relevant Individual Healthcare Plans, emergency procedures and information about medication or other medical support.

Information will be shared with staff on a need-to-know basis and handled confidentially.

Where a pupil's medical needs change, the school will consider whether existing staff training and information remain appropriate and whether further training or updates are required.

New staff, supply staff and other adults working regularly with pupils will be given appropriate information about relevant medical needs as part of their induction or before taking responsibility for a pupil where necessary.

The school will maintain appropriate records of relevant medical training and will monitor training requirements and expiry dates where applicable.

Detailed arrangements for medication and allergy awareness training are set out in the school's Administration of Medication Policy and Allergen and Anaphylaxis Policy.

7. Emergency Arrangements

The school will ensure that appropriate arrangements are in place to respond to medical emergencies involving pupils with medical conditions.

Emergency arrangements will be based on the individual pupil's needs and, where appropriate, will be set out in their Individual Healthcare Plan (IHP) or other relevant healthcare documentation.

Where an emergency occurs, staff will:

- follow the pupil's IHP and any relevant emergency or clinical care plan;
- seek appropriate first aid or medical assistance without delay;
- contact the emergency services where required;
- administer emergency medication in accordance with the pupil's individual arrangements, staff training and the school's procedures;
- inform parents/carers as soon as reasonably practicable; and
- record and report the incident in accordance with the school's procedures.

Staff will not delay seeking emergency medical assistance while waiting for a particular member of staff to become available.

Emergency medication must be readily accessible and stored in accordance with the pupil's individual arrangements and the school's relevant policies.

The school's First Aid Policy sets out the general arrangements for responding to serious accidents and illness. The Administration of Medication Policy sets out arrangements for emergency medication, including inhalers and adrenaline auto-injectors. The Allergen and Anaphylaxis Policy sets out the specific arrangements for responding to anaphylaxis and the use of spare adrenaline devices.

Following a significant medical incident, the school will consider whether the pupil's IHP, risk assessment, staff training or other arrangements need to be reviewed.

8. Confidentiality and Information Sharing

The school will handle information about pupils' medical conditions sensitively, respectfully and confidentially. Relevant medical information will be shared with staff and other professionals only where there is a legitimate need for them to know in order to support the pupil's health, safety, wellbeing or access to education.

Staff will be provided with sufficient information about a pupil's medical condition and agreed support arrangements to enable them to respond appropriately. Information will be shared in accordance with data protection legislation and the school's Data Protection and Information Governance arrangements.

Parents/carers will be informed about how information relating to their child's medical needs is used and shared.

The school will ensure that medical information is kept securely and is only accessible to those who have a legitimate reason to access it.

Where information needs to be shared with healthcare professionals, the Local Authority or other agencies, the school will follow appropriate information-sharing requirements and safeguarding procedures.

Pupils will be involved in decisions about the sharing of information about their medical needs where appropriate to their age and understanding.

Medical information will not be displayed publicly or shared more widely than necessary to keep a pupil safe and support their participation in school life.

9. Transition, Reintegration and Absence

The school will consider the medical needs of pupils at key points of transition, including when pupils:

- join the school;
- move between classes or year groups;
- transfer to another school; or
- return to school following a period of absence related to their medical condition.

Where appropriate, relevant medical information and agreed support arrangements will be shared with the staff who need this information to support the pupil safely and effectively.

Returning to School

Where a pupil has been absent because of a medical condition, the school will work with the pupil, parents/carers and relevant professionals to support a successful return to school.

Where appropriate, this may include:

- a meeting or discussion with the pupil and parents/carers;
- reviewing or developing an Individual Healthcare Plan;
- reasonable adjustments to the school day or curriculum;

- additional support during the initial period of return;
- a phased or gradual return where this is appropriate; and
- regular review of arrangements to ensure they continue to meet the pupil's needs.

The school will seek to ensure that pupils returning after a period of absence are welcomed back and are supported to reintegrate into school life.

Absence Due to Health Needs

The school will work with parents/carers to understand the reasons for absence relating to a pupil's health needs and will follow the school's Attendance Policy.

Where a pupil is unable to attend school for a significant period because of their health needs, the school will liaise with Lancashire County Council and other relevant professionals as appropriate to ensure that the pupil's educational needs are considered.

Where education is arranged outside school because of a pupil's health needs, the school will maintain appropriate communication with the pupil, family and education provider and support reintegration when the pupil is able to return.

The school will remain alert to the safeguarding implications of prolonged or repeated absence and will follow its Safeguarding and Child Protection Policy and Attendance Policy where concerns arise.

10. Record Keeping and Monitoring

The school will maintain appropriate records relating to pupils with medical conditions and the support provided to them.

Records may include:

- Individual Healthcare Plans and associated healthcare documentation;
- records of relevant medical training;
- records of medication administered, where applicable;
- records of significant medical incidents and emergency treatment;
- records of reviews and changes to individual arrangements; and
- relevant communication with parents/carers, healthcare professionals and other agencies.

Records will be maintained securely and in accordance with the school's data protection, information governance and records management arrangements.

The Headteacher and designated member of staff will monitor the effectiveness of arrangements for supporting pupils with medical conditions and will consider whether any changes are required following:

- a significant medical incident;
- a change in a pupil's medical needs;
- concerns raised by a pupil, parent/carer or member of staff;
- changes to relevant guidance or local arrangements; or

- a review of an Individual Healthcare Plan.

The Governing Board will receive appropriate assurance that arrangements for supporting pupils with medical conditions are effective and that any identified actions are addressed.