

Medical Condition Plans

Great Sankey High School are keen to ensure all pupils' needs are met medically. Parents/carers are asked if their child has any health conditions or health issues on the Data Collection Forms, which are filled out at the start of each school year. Parents/carers of new pupils starting at other times during the year are also asked to provide this information on enrolment forms.

All information will remain confidential and will only be used by staff or medical professionals to enable appropriate medical help or support if your child is attending a trip or visit you will be asked at that time to confirm that this plan is up to date and given the opportunity to review the information not need to complete this form unless the student has a medical condition.

The school uses Medical Plans to record important details about individual pupils' medical needs at school, their triggers, signs, symptoms, medication and other treatments. Further documentation can be attached to the Medical Conditions Plan if required.

A Medical Conditions Plan is sent to all parents/carers of students with a long-term medical condition:

- at the start of the school year
- at enrolment
- when a diagnosis is first communicated to the school.
- when the parent/carer identifies that they wish to review the plan

Medical Condition Plan register

Medical Conditions Plans are used to create a centralised register of students with medical needs. The SENDCO has responsibility for the register at this school and follows up with the parents/carers any further details on a student's Medical Conditions Plan required or if permission for administration of medication is unclear or incomplete.

Parents/carers at this school are regularly reminded to update their child's Medical Conditions Plan if their child has a medical emergency or if there have been changes to their symptoms (deterioration or improvement), or if their medication and treatments change. Every student with a Medical Conditions Plan has their plan reviewed by the SENDCO at least once a year.

Medical Conditions Plans are kept on students' files once they have been scanned onto students' SIMS files. If a parent/carer updates the Data Checking sheet with new/amended medical information, the SENDCO will send a new Medical Conditions Care Plan to parents/cares for completion.

Use of Medical Conditions Plans

Medical Conditions Plans are used to:

- inform the appropriate staff and supply teachers about the individual needs of a student with a medical condition in their care
- remind students with medical conditions to take their medication when they need to and, if appropriate, remind them to keep their emergency medication with them at all times
- identify common or important individual triggers for students with medical conditions at school that bring on symptoms and can cause emergencies.
- provide the required information to a member of staff when conducting a trip or visit.