



Supporting Pupils With Ongoing Medical Conditions Policy

Reviewed: January 2022

Next review: January 2024

Policy history:

January 2022	Changed name to Supporting Pupils with Ongoing Medical Conditions Policy	James Bancroft (Principal)
January 2018	Minor update	Sharon Valente (Inclusion Manager)

This policy was reviewed by the Local Advisory Board in Term 3, 2021 to 2022



Supporting Pupils With Ongoing Medical Conditions Policy

Introduction

All children will experience illness in the course of their school careers, but some will have more chronic or longer-term medical needs that will require additional support at school to ensure they have full access to the curriculum and to minimise the impact of their medical condition.

The aim of this policy is to ensure that all children with ongoing medical conditions, in terms of both physical and mental health, are properly supported in school so that they can play full and active role in school life, remain healthy and achieve their academic potential. We recognise that pupils with medical conditions need to be properly supported to enable them to fully access learning, including physical and educational out of school visits.

Some children with medical conditions may be disabled. Where this is the case school must comply with their duties under the Equality Act 2010. Some children may have special educational needs (SEND) and may have a statement or Education Health and Care Plan (EHCP) which brings together health, social care needs, as well as their special educational provision.

Ongoing Medical Conditions

This policy is intended to recognise that pupils that have longer term medical conditions than those who are prescribed medication due to a short term illness. Examples of ongoing medical conditions include severe allergies, pupils under the care of a continence nurse, diabetes, pupils requiring regular hospital treatment and other reasons.

(There is a separate Asthma Policy.)

Individual Health Care Plans (IHCPs)

When a parent or medical professional informs the school of an ongoing medical condition which requires additional support, care or regular medication, an Individual Health Care Plan will be prepared. There is no overarching rule about which children need an IHCP – these are prepared on a bespoke basis in order to meet an individual child's needs. The purpose of an IHCP is to ensure that school staff have sufficient information to understand and support a pupil with an ongoing medical condition.

IHCPs are drawn up in conjunction with parents and healthcare professionals and will set out measures and treatments required to fully support a pupil in school, including preparation for a medical emergency. The information within the IHCP will be shared with people who 'need to know' in order to provide the appropriate care for the child. Copies are kept with any medication, either in the classroom or First Aid Cabinets. A copy will be kept in a pupil's individual file and details should be uploaded to Arbor – by the school office team.

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 treatment, 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 an emergency
- Who will provide support, their training needs, expectations of their role, confirmation of their proficiency and cover arrangements
- Who in school needs to be aware of the child's condition



Responsibilities: The Local Advisory Board

The LAB must ensure that the school has arrangements in place to support pupils with ongoing medical conditions so that children can access and enjoy the same opportunities at school as any other child.

Responsibilities: The Principal

The Principal is responsible for implementing the governing body's policy in practice and for developing detailed procedures. The Principal must ensure that staff receive the appropriate training from medical professionals when supporting pupils with medical needs. The Principal will oversee day-to-day decisions about administering medication. The Principal is responsible for making sure parents are aware of the school's policy and procedures for dealing with medical needs. The Principal arrange for the school nursing service to be contacted in the case of any child with a medical condition who has not been brought to the attention of the school nurse or if any further guidance is required. The Principal will consider a child's ongoing medical condition when applying the Pupil Attendance and Registration Policy.

Responsibilities: School Staff

Any staff member may be asked to provide support to pupils with medical conditions, including the administering of medicines, although they should feel competent to do so. For children with an Individual Health Care Plan a named person(s) should be noted on the plan who will administer any medication. This may require training from a medical professional. All administration of medication should be recorded correctly.

All adults who work with pupils with medical needs in their class should understand the nature of the condition and the implications of their condition. They should be aware of the likelihood of an emergency arising and what action to take if one occurs. If staff are required to administer medication, they may only do so if they have had sufficient and suitable training. Staff must achieve the necessary level of competency before they take on responsibility to support children with medical needs. This will include an understanding of the specific medical condition they are being asked to deal with, their implications and preventative measures.

As part of the transition process the class teacher must pass on details of the Individual Health Care Plan to the next teacher. The next teacher should contact the parent at the start of the school year to update the plan.

See the Administration of Medication Policy

School Nurses and Other health professionals

The school nursing service will support the school in meeting a child's ongoing medical condition. Where relevant, the school will liaise with professionals to ensure that an appropriate Individual Healthcare Plan (IHCP) is implemented. In addition, specialist nursing teams (e.g. Diabetes, Epilepsy) may be able to provide advice, guidance and relevant training to ensure all procedures and care are carried out in accordance with the child's IHCP.

Pupils

Wherever possible, pupils with a medical condition will be fully involved in discussions about their medical support and contribute to, and comply with, their IHCP. After discussions with parents, children who are competent should be encouraged to take responsibility for managing their own medicines and procedures. This will be reflected in the IHCP.



Parents

Parents should provide the school with sufficient and up-to-date information about their child's ongoing medical needs. They are key partners and should be involved in the development and review of their child's IHCP. They should carry out any actions they have agreed to as part of the IHCP implementation, e.g. provide medicines and equipment and ensure they or another nominated adult are contactable at all times.

In case of an Emergency

It is also important that all school staff know what to do and respond accordingly when they become aware that a pupil with a medical condition needs help. In an emergency, dial 999 and request an ambulance.

If an ambulance is required then a member of staff known to the child should accompany the child to hospital if a parent or carer is unavailable.

Defibrillator

There is a defibrillator in school – it is kept on the wall in the school office. It is checked regularly by the Site Manager. All first aiders are trained to use the defibrillator.



APPENDIX 1: Individual Health Care Plan

	Wistaston Church Lane Academy
Child's name	
Group/class/form	
Date of birth	
Child's address	
Medical diagnosis or condition	
Date	
Review date	

Family Contact Information

Name	
Phone no. (work)	
(home)	
(mobile)	
Name	
Relationship to child	
Phone no. (work)	
(home)	
(mobile)	

Clinic/Hospital Contact

Name	
Phone no.	

G.P.

Name	
Phone no.	

Who is responsible for providing support in school	
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Describe medical needs and give details of child's symptoms, triggers, signs, treatments, facilities, equipment or devices, environmental issues	
Name of medication, dose, method of administration, when to be taken, known side effects, contra-indications, administered by/self-administered with/without supervision	
Is there a known end date for the treatment?	
Daily care requirements, e.g. before/after lunchtime	
What constitutes an emergency, and the action to take if this occurs?	
Who is responsible in an emergency? Is this different during an off-site visit?	
Is there anything else that the school needs to know?	
Who needs to be aware of this IHCP?	
Parent/Carer Signature	