

MOORLANDS JUNIOR SCHOOL



Medical Care Policy

Ratified: September 2014
Reviewed: 6th November 2017
Due for review: November 2020

Medical Care Policy for supporting all pupils including those with medical conditions:

Overview

This school places the highest importance on the care, safety, well-being and health of its pupils and staff especially those with known medical conditions. This policy had been written to give clear guidelines about the appropriate action to be taken where a pupil is admitted to school with an identified medical condition or when any child or adult is unwell or has an accident. It should be read in conjunction with the Medicines Policy, the First Aid Policy, Intimate care Policy and Educational Visits Policy and the DfE guidance 'Supporting Pupils with Medical Conditions' Sept 2014.

Objectives:

1. To ensure that good, effective and appropriate care is provided when a child is admitted to school with an identified medical condition or when any child or adult is unwell or has an accident in school or on a school occasion.
2. To ensure that the DfE guidance 'Supporting pupils with medical conditions' (Sept 2014) is known understood and followed and to ensure that appropriate training is provided for all staff and particularly for those with the care of pupils with medical conditions in line with DfE guidance (Sept 2014).

Strategies:

1. Where a pupil is admitted to school with a known medical condition, the school will liaise with parents, carers, relevant medical, clinical and other appropriate authorities to ensure that the child's individual needs are met and that they are given full access to the education provided for all pupils. A Medical Care Plan will be written with these agencies to ensure appropriate medical support is given to the child, which will be shared with all staff.
2. The headteacher will make teachers and others who care for a pupil with a medical condition, aware of the medical condition and its needs and levels of care and support that are to be provided.
3. Appropriate training will be provided for all staff and particularly for those with the care of pupils with medical conditions in line with DfE guidance (Sept 2014).
4. If any pupil including those with known medical conditions, is unwell in class or has an accident in school, the headteacher and/or first aider (or if the situation occurs out of school – the teacher in charge) will assess the pupil and decide on the appropriate action which may include giving care and first aid or calling for an emergency ambulance if a pupil is seriously unwell or injured or their known medical condition is causing concern.
5. In the event of a serious medical emergency requiring hospital treatment, an ambulance should be called immediately and the child should be cared for by staff until medical help arrives.
6. A pupil's parents will be contacted as soon as possible, whenever there is a medical emergency or if a pupil receives first aid treatment or has an accident. Where appropriate, the school will ask the parent/guardian to attend to support the pupil. Parents must always be notified if a child has a head injury, however minor it may appear at the time.

7. If in an accident or medical emergency, bodily fluids need clearing up staff will be called to deal with the matter in line with the Body Spills Procedure.
8. The appropriate HS form (for recording accidents and other medical emergencies) must be completed by the member of staff who is present at the scene of an accident or medical emergency.
9. If the injured person is a member of staff, they are responsible themselves for completing the form in the appropriate accident book.
10. If an accident or medical emergency occurs off the school premises the member of staff present should complete the Accident Form at the site of the incident and return a copy of this to school for filing in the child's records, as soon as possible after returning to School.
11. The teacher in charge of any outing off the school premises has the responsibility for being acquainted with any specific medical needs or conditions of the pupils in his/her charge and have appropriate training in how to care for the child's subsequent medical needs.
12. Risk assessments must be carried out for all pupils especially those with known medical conditions on each trip. Prior to educational trips and visits, parents will be asked to complete a Consent Form and provision will be made to meet all risks and cover medical needs.
13. In the event that an accident occurs out of school and the family cannot be contacted, at least one member of staff should accompany the person to hospital. In no circumstances should any students be left unattended as a result of a member of staff accompanying the injured person to hospital; in this instance, an ambulance should be called.
14. Staff planning educational visits or journeys, should consider the level of First Aid cover that will be required and the specific support needed by pupils with known medical conditions.
15. As occasionally happens a child may need to be given medication during school hours for a short time period, e.g, antibiotics or pain medication on the recommendation of a health professional. In these instances all parents must complete the 'Request for School to administer medication' form and all medication provided, other than that which can be purchased over the counter, should have the dispensing pharmacy's label or an accompanying doctor's letter. In each individual case a parental signature and dosage instructions must be outlined on the request form.
16. A designated teacher will be given overall responsibility for the care of pupils with known and identified medical conditions
17. A designated governor will be nominated to oversee this policy and to report annually to the governing body on its effectiveness

Conclusion:

This policy will ensure that where a child has a medical condition or where a child or adult is unwell or has an accident in school or on a school occasion, they are appropriately supported and cared for. It will ensure that the school does all that it reasonably can to give all pupils including those with a known medical condition full access to the education provided.