



Greenvale School
Supporting Students with Long-Term Medical
Conditions Policy

Signed: February 2018
Next Review date: February 2021

Supporting Students with Long-Term Medical Conditions Policy

We believe this policy relates to the following legislation:

- Medicines Act 1968
- Misuse of Drugs Act 1971
- Health and Safety Act 1974
- Children Act 1989
- Education Act 1996
- Education Act 2002
- Children 2004
- The NHS Act 2006
- Equality Act 2010
- School Premises (England) Regulations 2012 (as amended)
- Children and Families Act 2014

The following documentation is also related to this policy:

- The Special Needs Code of Practice
- Supporting Students at School with Medical Conditions

We have a legal duty under the Children and Families Act 2014 to support students with long-term medical conditions such as diabetes, asthma and epilepsy, and we will ensure that these children have full access to the curriculum, all sporting activities and educational visits so that they can play a full and active role in school.

We will work closely with parents/carers, health and social care professionals to ensure effective individual health care plans, monitoring, reviewing and updating procedures are in place to support children with long-term medical conditions.

We want parents to feel confident and reassured that we are providing effective support that involves:

- having good links with local health and social care services
- allowing children easy access to their inhalers and medication
- administering medication when and where necessary
- not ignoring the views of children, parents and medical professionals
- allowing children to participate in all curriculum, sporting and school activities
- providing assistance when a child becomes ill
- allowing children with medical conditions to take drinking, eating or toilet breaks when and where necessary
- not penalising a child for poor attendance due to their medical condition
- dealing with children's social and emotional problems linked to their medical condition
- building confidence and promoting self-care

Support Staff all have the administration of medications in their job description. A teacher undertaking this role is purely on a voluntary basis and individual decisions will be

respected. Appropriate training will be provided to any member of the school personnel who fulfills this role.

At Greenvale medication is administered by the school nursing team or very occasionally a member of the leadership team. Occasionally other staff are given permission to administer medication; for example on school visits. All staff are trained in the administration of emergency medication and this is always given with a second adult present.

We as a school community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

We believe it is essential that this policy clearly identifies and outlines the roles and responsibilities of all those involved in the procedures and arrangements that is connected with this policy.

Aims

- To support students with long-term medical conditions such as diabetes, asthma and epilepsy.
- To ensure students with long-term medical conditions have full access to education, all sporting activities and educational visits so that they can play a full and active role in school.
- To ensure effective individual health care plans are in place.
- To share good practice within the school.
- To work with other schools to share good practice in order to improve this policy.

Responsibility for the Policy and Procedure

Role of the Governing Body

The Governing Body has:

- delegated powers and responsibilities to the Headteacher to ensure all school personnel and stakeholders are aware of and comply with this policy;
- responsibility for ensuring full compliance with all statutory responsibilities;
- responsibility for ensuring that children with long-term medical conditions have the same rights to admission as other children;
- responsibility for ensuring individual health care plans, procedures and systems are properly and effectively implemented;
- responsibility for ensuring training is in place for relevant school personnel who support children with long-term medical conditions;
- responsibility for ensuring that the school complies with all equalities legislation;
- responsibility for ensuring funding is in place to support this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility for ensuring all policies are made available to parents;
- responsibility for the effective implementation, monitoring and evaluation of this policy

Role of the Headteacher and Senior Leadership Team

The Headteacher and the Senior Leadership Team will:

- ensure all school personnel, students and parents are aware of and comply with this policy;
- provide the necessary support for students with long-term medical conditions;
- ensure all students with long-term medical conditions have full access to the curriculum, all sporting activities and school activities;
- ensure individual healthcare plans are in place;
- ensure relevant school personnel are made aware of children with long-term medical conditions;
- ensure relevant school personnel are made aware of all individual healthcare plans;
- ensure insurance cover supports all students with long-term medical conditions;
- ensure school personnel are appropriately insured;
- provide leadership and vision in respect of equality;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy;
- annually report to the Governing Body on the success and development of this policy

Individual Healthcare Plans

Individual Healthcare Plans are devised by the school nursing team with parents and appropriate medical staff. A school senior leader (usually the deputy headteacher) signs agreement that we are able to carry out the care plan as written.

Role of School Personnel

School personnel will:

- comply with all aspects of this policy;
- not administer medications without the appropriate training;
- not undertake healthcare procedures without the appropriate training;
- implement the school's equalities policy and schemes;
- report and deal with all incidents of discrimination;
- attend appropriate training sessions on equality;
- report any concerns they have on any aspect of the school community

Role of Parents/Carers

Parents/carers will:

- be aware of and comply with this policy;
- work in partnership with the school;
- provide up to date medical information of their child's condition;

- be involved in discussions regarding medical support and individual healthcare plan for their child;
- provide the appropriate medication for the school to administer;
- ensure medications are in good supply;
- provide any specialist equipment;
- ensure their contact details are kept up to date;
- ensure that all emergency contacts are current;
- be made aware of the Complaints procedures policy if they should need to use it;
- comply with this policy for the benefit of their children;

Role of Healthcare Professionals

Healthcare professionals such as school nurses, paediatricians' and general practitioners will provide:

- advice on developing individual healthcare plans;
- information about medical conditions;
- support for children with particular conditions;
- training for school personnel

Raising Awareness of this Policy

We will raise awareness of this policy via:

- the school website
- meetings with parents such as introductory, transition, parent-teacher consultations and periodic curriculum workshops
- meetings with school personnel
- reports such as Headteacher reports to the Governing Body
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Training

All school personnel:

- have equal chances of training, career development and promotion
- receive training related to this policy which specifically covers:
 - awareness of the medical condition(s) in question
 - administering medication
 - confidentiality
- receive periodic training so that they are kept up to date with new information
- receive equal opportunities training on induction

Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any student and it helps to promote equality at this school. (See Initial Equality Impact Assessment)

Monitoring the Effectiveness of the Policy

The practical application of this policy will be reviewed annually or when the need arises by the coordinator, the Headteacher and the nominated governor.

Other Information

- All medications are stored in a locked medication cupboard located in the medical room.
- Care plans are available in class or from the medical room or deputy's office.
- Any medication administered will be recorded and signed for.
- Medication is sent home at the end of each academic year and should be returned by parents at the beginning of the following year (September)
- Medication that is out of date is sent home for parents to dispose of
- Where a student has an individual healthcare plan, this should clearly define what constitutes an emergency and explain what to do, including ensuring that all relevant staff are aware of emergency symptoms and procedures.

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

- If a student refuses to take medicine or carry out a necessary procedure, staff should not force them to do so, but follow the procedure agreed in the individual healthcare plan. Parents should be informed so that alternative options can be considered.

- where clinically possible, medicines should be prescribed in dose frequencies which enable them to be taken outside school hours

- the school only accepts prescribed medicines that are in-date, labelled, provided in the original container as dispensed by a pharmacist and include instructions for administration, dosage and storage. The exception to this is insulin which must still be in date, but will generally be available inside an insulin pen or a pump, rather than in its original container

- separate arrangements or procedures required for school trips or other school activities outside of the normal school timetable that will ensure the child can participate, eg risk assessments