



Policy for Supporting Pupils with Medical Conditions

2016

Policy for Supporting Pupils with Medical Conditions**1. Introduction**

This policy reflects the values of Bury CE School in relation to supporting all pupils but with specific reference to those with medical conditions. It should be read in conjunction with DfE guidance 'Supporting Pupils at School with Medical Conditions' which was published April 2014 and became statutory September 2014.

2. School Ethos

The school staff, governors, parents and most importantly, children, work together to create a caring and friendly atmosphere. We believe that this active partnership is vital to the life and work of the school.

Schools have a responsibility for the health and safety of pupils in their care. The Health and Safety at Work Act 1974 makes employers responsible for the health and safety of employees and anyone else on the premises. In the case of pupils with special medical needs, the responsibility of the employer is to make sure that safety measures cover the needs of all pupils at the school. This may mean making special arrangements for particular pupils so that they can access their full and equal entitlement to all aspects of the curriculum. In this case, individual procedures may be required. Bury CE Primary School is responsible for making sure that relevant staff know about and are, if necessary, trained to provide any additional support that pupils with medical conditions (long or short term) may need.

The Children and Families Act 2014 places a duty on schools to make arrangements for children with medical conditions. Pupils with medical conditions have the same right of admission to school as other children and cannot be refused admission or excluded from school on medical grounds alone. However, teachers and other school staff in charge of pupils have a common law duty to act 'in loco parentis' and must ensure the safety of all pupils in their care. To this end, we reserve the right to refuse admittance to a child with an infectious disease, where there may be a risk posed to others or to the health of the child involved. This duty also extends to teachers leading activities taking place off the school site.

The prime responsibility for a child's health lies with the parent, who is responsible for the child's medication and must supply the school with all relevant information needed in order for proficient care to be given to the child. The school takes advice and guidance from a range of sources, including the School Nurse, Health professionals and the child's GP in addition to the information provided by parents in the first instance. This enables us to ensure we assess and manage risk and minimise disruption to the learning of the child and others who may be affected.

3. Aims of the school

The broad aims of the school are:

- to enable the child to realise his/her potential through the acquisition and development of the necessary skills, concepts and knowledge
- to foster the intellectual, physical, aesthetic, spiritual, emotional, moral and social development of each child
- to provide an ordered, stimulating environment, which is meaningful in the context of children's experience
- to foster kindness and understanding between children and their peers in relation to differences of any kind – cultural, physical or intellectual
- to enrich experiences with the variety of culture, linguistic and social backgrounds within our school and its neighbouring community
- to foster good manners, self-discipline and awareness of the needs of others.

4. Aims of the Policy

- to support pupils with medical conditions, so that they have full access to education, including physical education and educational visits;
- to ensure that school staff involved in the care of children with medical needs are fully informed and adequately trained by a professional in order to administer support or prescribed medication;

- to comply fully with the Equality Act 2010 for pupils who may have disabilities or special educational needs;
- to write, in association with healthcare professionals, Individual Healthcare Plans where necessary;
- to respond sensitively, discreetly and quickly to situations where a child with a medical condition requires support;
- to support and promote the best practice in keeping, monitoring and reviewing of appropriate records.

5. Definition

Pupils' medical needs may be broadly summarised as being of two types:

- (a) Short-term, affecting their participation in school activities when they are on a course of medication.
- (b) Long-term, potentially limiting their access to education and requiring extra care and support.

6. Unacceptable Practice

While school staff will use their professional discretion in supporting individual pupils, it is unacceptable to:

- prevent children from accessing their medication;
- assume every child with the same condition requires the same treatment;
- ignore the views of the child or their parents / carers; ignore medical advice;
- prevent children with medical conditions accessing the full curriculum, unless specified in their Individual Healthcare plan;
- penalise children for their attendance record where this is related to a medical condition;
- prevent children from eating, drinking or taking toilet breaks where this is part of effective management of their condition;
- require parents to administer medicine where this interrupts their working day;
- require parents to accompany their child with a medical condition on a school trip as a condition of that child taking part.

7. Entitlement

Bury CE Primary School provides full access to the curriculum for every child wherever possible. We believe that pupils with medical needs have equal entitlement and must receive necessary care and support so that they can take advantage of this. However, we also recognise that employees have rights in relation to supporting pupils with medical needs, as follows:

Employees may:

- choose whether or not they wish to be involved;
- receive appropriate training;
- work to clear guidelines;
- bring to the attention of Senior Leadership any concern or matter relating to the support of pupils with medical conditions.

8. Expectations

It is expected that:

- parents will inform school of any medical condition which affects their child;
- parents will supply school with appropriately prescribed medication, where the dosage information and regime is clearly printed by a pharmacy on the container;
- parents will ensure that medicines to be given in school are in date and clearly labelled;
- parents will co-operate in training their children to self-administer medicine if this is appropriate, and that staff members will only be involved if this is not possible;
- medical professionals involved in the care of children with medical needs will fully inform staff beforehand of the child's condition, its management and implications for the school life of that individual;
- the school will ensure that, where appropriate, children are involved in discussing the management and administration of their medicines and are able to access and administer their medicine if this is part of their Individual Healthcare plan (for example, an inhaler);

- school staff will liaise as necessary with Healthcare professionals and services in order to access the most up-to-date advice about a pupil's medical needs and will seek support and training in the interests of the pupil;
- transitional arrangements between schools will be completed in such a way that the school will ensure full disclosure of relevant medical information, Healthcare plans and support needed in good time for the child's receiving school to adequately prepare;
- individual Healthcare plans will be written, monitored and reviewed regularly and will include the views and wishes of the child and parent in addition to the advice of relevant medical professionals.

9. Information

Children with serious medical conditions will have a brief description of their condition, along with any other necessary information, in the class register and the Staff Awareness Book (which is kept in the staff room). Children with medical conditions which may require emergency attention, e.g. epilepsy, diabetes, will have their names and an Individual Healthcare Plan clearly accessible in their classroom, and all adults dealing with the child will have their attention drawn to this information. All other medical conditions will be noted from children's SIMs records and this information will be provided to class teachers annually.

10. In An Emergency

In a medical emergency, teachers and support staff have been appropriately trained to administer emergency first aid if necessary.

If an ambulance needs to be called, staff will:

- outline the full condition and how it occurred;
- give details regarding the child's date of birth, address, parents' names and any known medical conditions.

Children will be accompanied to hospital by their parent or by a relative if a parent is not available. Parents must always be called in a medical emergency.

11. Administration of medicines

Please refer to the Policy For The Administration Of Medication In School.

12. Complaints

Should parents be unhappy with any aspect of their child's care at Bury CE Primary School, they must discuss their concerns with the school. This will be with the child's class teacher in the first instance, with whom any issues should be managed. If this does not resolve the problem or allay concern, the problem should be brought to a member of the leadership team. In the unlikely event of this not resolving the issue, the parents must make a formal complaint using the Complaints Procedure.

The school has a named Governor who oversees the implementation of this Policy.

13. Arrangements for Review of this Policy

This policy will be reviewed biennially.

Date approved: 28-09-2016