



Swaythling Primary School

SUPPORTING PUPILS AT SCHOOL WITH MEDICAL NEEDS POLICY

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Author/Owner	Swaythling Primary School / Full Governing Body	

In September 2014 a new section of the Children and Families Act 2014 placed a duty on schools to make arrangements for supporting pupils at the school with medical needs. The aim is to ensure that all children with medical conditions are properly supported in schools so that they can play a full and active role in school life, remain healthy and achieve their academic potential. Pupils with medical conditions cannot be denied admission or excluded from school on medical grounds alone unless accepting a child in school would be detrimental to the health of that child or others.

At Swaythling Primary School we:

- believe that all pupils at school with medical conditions should be properly supported so that they have full access to education, including school trips and physical education.
- will put in place arrangements to support pupils in school with medical conditions.
- consult with health and social care professionals, pupils and parents to ensure that the needs of children with medical conditions are effectively supported.
- want parents to feel confident that their child's medical condition will be supported effectively in school and that they will be safe.
- will address any associated social and emotional implications in addition to the educational impacts a child with additional medical needs may experience.

It is recognised that some children with medical conditions may also be disabled. Some may also have a Special Educational Need (SEN) and a Statement or Educational Health and Care Plan (EHC Plan). For children with SEN this policy should also be read in conjunction with the SEN policy and Code of Practice.

Responsibilities

Governors

The Governing Body has overall responsibility for school policies and recognises that they must comply with their duties under the Equality Act 2010, in addition to those in the Children and Families Act 2014, by making sure that arrangements are in place to support pupils with medical needs, including the appropriate level of insurance being in place to cover staff providing support to pupils with medical conditions.

Headteacher

The Headteacher is responsible for ensuring that policies are implemented effectively and that all relevant staff are aware of the child's condition and that the information will be treated in confidence and in a sensitive manner. (This responsibility may be delegated). They should also ensure that there are sufficient numbers of trained staff available to provide the necessary care and that the school is insured to support pupils in this way.

School

Any member of Swaythling Primary School staff may volunteer, or be asked, to provide support to pupils with medical conditions, including the administering of medicines, although they cannot be required to do so. The school will ensure that there are enough trained staff on site to provide medical care and ensure appropriate storage of medication as and when needed.

School Nurse and other qualified health care professionals including GPs and paediatricians

Health Care professionals are responsible for notifying schools when a child has been identified as having a medical condition which will require the pupil to be supported at school. They will work with the school to determine the training needs of school staff and agree who would be best placed to provide this training, as well as supporting them in drawing up a care plan which will identify all the medical needs of the individual and how best to support this.

Local Authorities (LA)

The LA is the commissioner of School Nurses. Under Section 10 of the Children Act 2004 they have a duty to promote co-operation between relevant partners with a view to improving the well-being of children. They also provide support, advice and guidance to ensure that a healthcare plan can be delivered effectively, particularly for those children with a statement of special educational need or EHC Plan.

Parents/Carers

Parents know their children best and they have a wealth of knowledge about their child that nobody else has. Their input into care plans and medical healthcare plans is invaluable.

It is the Parent/Carer's responsibility to ensure that any children who are ill are kept at home. Parent/Carers should provide sufficient reliable contact numbers for use in case of emergency or illness.

Pupils

Pupils will be fully involved in discussions about their medical support needs and will contribute as much as possible to the development of their individual healthcare plan since they know how their condition affects them.

Some children are competent to manage their own health needs and medicines. The school, after discussion with the parents, child and other relevant healthcare professionals, will encourage such children to take responsibility for managing their own medicines. This will be reflected in their individual healthcare plans.

Procedures and Actions

Specialist medical support

Where a child is in need of specialist medical assistance e.g. medical disability, anaphylaxis, asthma (where a prescribed inhaler is required in school), etc., a care plan will be drawn up in consultation with the pupils, parents and relevant medical health care professionals. It is proposed that this would be done as quickly as possible, preferably within no more than 2 weeks of the child first arriving at Swaythling Primary School, or notification of the medical need, and will be reviewed at least annually, or in the case of changing medical needs more often as required.

Prescribed and/or non-prescribed medicines

Where a pupil needs to take medically prescribed medicines or some over the counter medications during the school day, support will be provided to ensure that the correct dose is taken.

- Parents will be required to complete a "Parental Authorisation to Administer Medication" form which will also ensure that a written record of administered medicines is maintained.
- The medicine provided will either be kept in a locked medicine cupboard in the Office Reception area or a fridge in the Staff Room, dependent on the medication. Medicines such as asthma inhalers and epi-pens will safely be available in the classroom.
- The medicine will only be administered provided
 - It is prescribed in the child's name (in the case of prescribed medicines), or has a label on identifying the name of the child to whom it belongs for over the counter medicines e.g. piriton
 - it is presented in the original packaging,
 - there are clear storage instructions
 - in accordance with the dosage instructions thereon, and
 - it is within date

When on school trips the relevant medication will also be taken.

At the end of the academic year all epi-pens and inhalers should be taken home and returned on the first day of the new term. It is the parents' responsibility to ensure that all medication (including epi-pens and inhalers) are up to date.

In the event that a child refuses to take the medication or carry out the necessary medical procedure staff will not force them to do so but follow the procedure agreed in the individual healthcare plan (if appropriate) and contact the parents to advise them.

Emergency procedures

All care plans will determine what constitutes an emergency and what to do in such an event. If a child needs to be taken to hospital a member of staff will accompany them and stay with the child until the parent arrives. Staff will not take children to hospital in their own car.

Unacceptable Practice

Although staff will use their discretion and judge each case on its merits generally it is not acceptable for schools to:

- Prevent children from accessing their inhalers and medication.
- Assume that every child with the same condition requires the same medication/treatment.
- Ignore the views of the child or the parents.
- Prevent children with medical conditions from accessing normal school activities.
- Penalise children for their attendance record if their absences are related to their medical conditions e.g. medical appointments.
- Prevent pupils from eating, drinking and going to the toilet when they need to in order to manage their medical condition effectively.

Complaints

If a parent feels that their child's medical need is not being fully met they are encouraged to discuss this further with the class teacher, Inclusion Lead or Headteacher. Making a complaint to the Local Authority or the Department for Education should only happen after all other avenues have been explored.

Medicines containing aspirin should never be given to a child under 16 unless specifically prescribed by a GP.

Ratified by Governors:		
Date: 27/11/2018	Signed by Chair of Governors	
		Dr N Gibbins
	Signed by Headteacher	
		Mr J Draper