



Supporting Students with Medical Conditions Policy

Approved Autumn 2015

All school policies are reviewed by Governors annually

All staff will be expected to show a commitment to and awareness of students' medical conditions.

Aims

This policy has been written in-line with current legislation as follows:

- Children and Families Act 2015
- Equality Act 2010

The policy is supported by a number of practices and procedures.

The Headteacher will:

- Ensure that the school's policy is developed and implemented with all stakeholders
- Ensure all staff are aware of the policy and understand their role in its implementation
- Ensure all appropriate staff are aware of a student's condition
- Ensure appropriate staff are trained to implement the policy and deliver against Healthcare Plans, including in emergency situations
- Ensure that staff are appropriately insured to support students
- Ensure there are sufficient cover arrangements in case of staff absence or staff turnover to ensure someone is always available
- Ensure that all educational visits are appropriately risk assessed and that the medical needs of students participating have been identified and provision is in place

School staff will:

- Know what to do and respond accordingly when aware that a student with a medical condition needs help.
- Be responsible for ensuring any cover work and lesson details include signposting for any student who has a special medical condition
- Ensure Off-site visits are fully risk assessed and staff will have full copies of the relevant Healthcare Plans and any other relevant pastoral or medical information. These should be carried at all times by members of staff on the trip/visit
- In an emergency situation, school staff are required under common law duty of care to act like any prudent parent. This may include administering medication.
- All staff have access on the Schools MIS to the Healthcare Plans of students in their care
- All staff are responsible for the protection of student confidentiality
- Ensure before sharing any medical information with any other party, such as when a student takes part in work experiences placement, permission is sought from parents

- Ensure if a student needs to be taken to hospital, a member of staff will always accompany him/ her until a parent/ carer arrives. If time permits a copy of the student's Healthcare Plan will be sent to the emergency care setting with the student

Parents must:

- Notify the school and provide sufficient and up to date information about their child's medical needs.
- Engage in the development and review of their child's Healthcare Plan where one is in place
- Carry out actions agreed in a Healthcare Plan, such as provide medicines and ensure they, or another nominated adult, are contactable at all times
- Contact the school if any personal and/ or medical details change e.g phone numbers and medications
- All emergency and non-emergency medication brought in to school must be clearly labelled wherever possible, in its original containers, with the student's name, the name and dose of the medication and the frequency of dose, expiry date and the prescriber's instructions. This includes all medication that students carry themselves.
- It is the parents' responsibility to ensure new and in date medication comes into school as necessary.

Students with relevant medical conditions must:

- Be fully involved, if appropriate, in discussions about their medical support needs and contribute as much as possible to the development of, and comply with, their Healthcare Plan.
- Must carry and administer their own medication, when it has been determined that they are able to take responsibility for doing so as determined by the school's first aid team. All students carry their emergency medication with them at all times. This is also the expectation for any off-site or residential visits.
- Develop, if possible, independence in managing their own medical needs where appropriate