



BIDSTON AVENUE PRIMARY SCHOOL

SUPPORTING PUPILS WITH MEDICAL CONDITIONS

POLICY STATEMENT

This school is an inclusive community that supports and welcomes pupils with medical conditions. We provide all pupils with medical conditions the same opportunities as other pupils at the school. No child will be denied admission to the school because arrangements for their medical condition have not been made. The school listens to the views of pupils, parents/carers. Staff are provided with information about the medical conditions of pupils they work with and know what to do in the event of an emergency. It is understood that all children with the same medical condition will not have the same needs; we focus on the needs of each individual child.

The school recognises its duties as detailed in Section 100 of the Children and Families Act 2014. (Other related legislation is referenced in DfE guidance p21). Some children with medical conditions may be considered to be disabled under the definition set out in the Equality Act 2010. Where this is the case, this school complies with their duties under that Act. Some may also have special educational needs (SEN) and may have an Education, Health and Care (EHC) plan, which brings together health and social care needs, as well as their special educational provision. For children with SEND, this policy should be read in conjunction with the Special educational needs and disability (SEND) code of practice.

This Medical Conditions Policy provides a clear information for staff, parent/carers and other key stakeholders to ensure its full implementation.

- Staff who work directly with the pupils understand and are trained in what to do in an emergency for that pupil.
- The class teacher will ensure that temporary, or supply staff, are aware of the medical conditions of the pupils in their class and what to do in an emergency.
- Teachers, Teaching Assistants and midday supervisors are informed about pupils with medical conditions and this is updated regularly.
- All children with medical conditions that are complex, long-term or carry a high risk that emergency intervention will be required will have a written HealthCare Plan, which explains what must be done in an emergency. The HCP will accompany a pupil should they need to attend hospital. This will be discussed with parents when the HCP is written.
- This school makes sure that all staff providing support to a pupil have received suitable training and ongoing support to ensure that they have confidence to provide the necessary support and that they fulfil the requirements set out in the pupil's HCP. This should be provided by the specialist nurse/school nurse/other suitably qualified healthcare professional and/or parent/carer.
- This school has holds an emergency salbutamol inhaler for use by pupils.

- If a pupil needs to attend hospital, a member of staff (preferably known to the pupil) will stay with them until a parent/carer arrives, or accompany a child taken to hospital by ambulance. They will not, unless under exceptional circumstances, take pupils to hospital in their own car.

This school has clear guidance on providing care and support and administering medication at school.

- We understand the importance of medication taken in school.
- Medication will only be administered when it would be detrimental to a child's health or school attendance not to do so.
- We will make sure that there are sufficient members of staff who have been trained to administer the medication and meet the care needs of an individual child. This school will ensure that there are sufficient numbers of staff trained to cover any absences.
- We will not give medication (prescription or non-prescription) to any child without a parent's written or verbal consent except in exceptional circumstances.
- When administering medication, for example pain relief, we school will check the maximum dosage and when the previous dose was given.
- This school will make sure that a trained member of staff is available to accompany a pupil with a medical condition on an off-site visit, including overnight stays.
- Parents/carers at this school understand that they should let the school know immediately if their child's needs change.
- If a pupil misuses their medication, or anyone else's, their parent/carer is informed as soon as possible.

This school has clear guidance on the storage of medication and equipment at school.

- We make sure that all staff understand what constitutes an emergency for an individual child and makes sure that emergency medication/equipment, e.g. asthma inhalers, EpiPens etc are readily available wherever the child is in the school and on off-site activities, and are not locked away.
- Pupils may carry their own medication/equipment, or they should know exactly where to access it. Those pupils deemed component to carry their own medication/equipment with them will be identified in agreement with parents/carers. Some medications will be stored in the class rooms where pupils can have rapid access to them.
- This school will store controlled medications securely in the school office.
- This school will make sure that all medication is stored safely, and that pupils with medical conditions know where they are at all times and have access to them.
- Parents/carers are asked to collect all medications/equipment when they expire, and to provide new and in-date medication.

This school has clear guidance about record keeping.

- As part of the school's admissions process and annual data collection exercise parents/carers are asked if their child has any medical conditions. These procedures also cover transitional arrangements between schools.
- This school uses a Health Care Plan to record the support an individual pupil needs around their medical condition. The Health Care Plan is developed with the pupil (where appropriate),

parent/carer, designated named member of school staff and relevant healthcare services (when needed).

- This school has a centralised register of Health Care Plans, the school SENDCo has responsibility for this register.
- Health Care Plans are usually reviewed annually or whenever the pupil's needs change.
- The parents/carers, class teacher, SENCo and school office hold copies of the Health Care Plans.
- This school makes sure that the pupil's confidentiality is protected.
- This school seeks permission from parents/carers before sharing any medical information with any other party.
- This school keeps an accurate record of all medication administered, including the dose, time, date and supervising staff. This is recorded in the file in the school office.

This school ensures that the whole school environment is inclusive for pupils with medical conditions. This includes the physical environment, as well as social, sporting and educational activities.

- This school is committed to providing a physical environment accessible to pupils with medical conditions and pupils are consulted to ensure this accessibility. This school is also committed to an accessible physical environment for out-of-school activities.
- This school makes sure the needs of pupils with medical conditions are adequately considered to ensure their involvement in structured and unstructured activities, extended school activities and residential visits.
- All staff are aware of the potential social problems that pupils with medical conditions may experience and use this knowledge, alongside the school's anti bullying policy, to help prevent and deal with any problems. They use opportunities such as PSHE and science lessons to raise awareness of medical conditions to help promote a positive environment.
- This school understands the importance of all pupils taking part in off site visits and physical activity and that all relevant staff make reasonable and appropriate adjustments to such activities in order they are accessible to all pupils. This includes out-of-school clubs and team sports. Risk assessments will be conducted as part of the planning process to take account of any additional controls required for individual pupil needs.
- This school understands that all relevant staff are aware that pupils should not be forced to take part in activities if they are unwell. They should also be aware of pupils who have been advised to avoid/take special precautions during activity, and the potential triggers for a pupil's medical condition when exercising and how to minimise these.

This school makes sure that pupils have the appropriate medication/equipment/food with them during physical activity and offsite visits.

- This school makes sure that pupils with medical conditions can participate fully in all aspects of the curriculum and enjoy the same opportunities at school as any other child, and that appropriate adjustments and extra support are provided.
- All school staff understand that frequent absences, or symptoms, such as limited concentration and frequent tiredness, may be due to a pupil's medical condition.
- This school will not penalise pupils for their attendance if their absences relate to their medical condition.

- This school makes sure that a risk assessment is carried out before any out-of-school visit. The needs of pupils with medical conditions are considered during this process and plans are put in place for any additional medication, equipment or support that may be required.

Each member of the school and health community knows their roles and responsibilities in maintaining and implementing an effective Medical Conditions Policy.

- This school works in partnership with all relevant parties including the pupil (where appropriate), parent/carer, school's governing body and all school staff to ensure that the policy is planned, implemented and maintained successfully.

The Medical Conditions Policy is reviewed biennially (every 2 years).

Should parents and pupils be dissatisfied with the support provided they should discuss these concerns to the Headteacher.

Roles and responsibilities

Governing bodies – must make arrangements to support pupils with medical conditions in school, including making sure that a policy for supporting pupils with medical conditions in school is developed and implemented. They should ensure that pupils with medical conditions are supported to enable the fullest participation possible in all aspects of school life. Governing bodies should ensure that sufficient staff have received suitable training and are competent before they take on responsibility to support children with medical conditions. They should also ensure that any members of school staff who provide support to pupils with medical conditions are able to access information and other teaching support materials as needed.

Headteacher – should ensure that their school's policy is developed and effectively implemented with partners. This includes ensuring that all staff are aware of the policy for supporting pupils with medical conditions and understand their role in its implementation. Headteachers should ensure that all staff who need to know are aware of the child's condition. They should also ensure that sufficient trained numbers of staff are available to implement the policy and deliver against all individual healthcare plans, including in contingency and emergency situations. Headteachers have overall responsibility for the development of individual healthcare plans. They should also make sure that school staff are appropriately insured and are aware that they are insured to support pupils in this way. They should contact the school nursing service in the case of any child who has a medical condition that may require support at school, but who has not yet been brought to the attention of the school nurse.

School staff – any member of school staff may be asked to provide support to pupils with medical conditions, including the administering of medicines, although they cannot be required to do so. Although administering medicines is not part of teachers' professional duties, they should take into account the needs of pupils with medical conditions that they teach. School staff should receive sufficient and suitable training and achieve the necessary level of competency before they take on responsibility to support children with medical conditions. Any member of school staff should know what to do and respond accordingly when they become aware that a pupil with a medical condition needs help.

School nurse/ 0-19 Team – every school has access to school nursing services/ 0-19 Team. They are responsible for notifying the school when a child has been identified as having a medical condition which will require support in school. Wherever possible, they will do this before the child starts at the school. School nurses/ 0-19 Team staff can liaise with lead clinicians and other medical professionals locally on appropriate support for the child and associated staff training needs.

Other healthcare professionals - including GPs, paediatricians, nurse specialists/community paediatric nurses – should notify the school nurse/ 0-19 Team and may also be involved in offering advice about a child’s needs and developing Health Care Plans.

Pupils – with medical conditions will often be best placed to provide information about how their condition affects them. They should be fully involved (where possible) in discussions about their medical support needs and contribute as much as possible to the development of, and comply with, their individual healthcare plan. Other pupils will often be sensitive to the needs of those with medical conditions.

Parents/carers – should provide the school with sufficient and up-to-date information about their child’s medical needs. They may in some cases be the first to notify the school that their child has a medical condition. Parents/carers are key partners and should be involved in the development and review of their child’s individual Health Care Plan. They should carry out any action they have agreed to as part of its implementation, e.g. provide medicines and equipment and ensure they or another nominated adult are contactable at all times.

Agreed by:

Agreed by the Governing Body:

Review Date: September 2025