

Rosary Catholic Primary School

Our school values: LOVE, RESPECT, ASPIRATION, INCLUSIVITY, CURIOSITY

Mission Statement: We do our best, following in the footsteps of Jesus

Supporting Children with Medical Conditions Policy

Approved by	Full Governing Board
Links to	PSHE Policy; Positive Physical Contact Policy; Data Protection Policy; Behaviour Policy; SEND Policy
Review period	Annual - next review July 2024

Should any member of staff at the school have any concerns about the well-being and safety of any other member of the school community, pupil, parent or staff, they are obliged to speak directly to the Headteacher/DSL, or a deputy DSL in her absence.

Introduction

- The Children and Families Act 2014 includes a duty for schools to support children with medical conditions.
- Where children have a disability, the requirements of the Equality Act 2010 will also apply. Where children have an identified special need, the SEN Code of Practice will apply.
- All children have a right to access the full curriculum, adapted to their medical needs and to receive the on-going support, medicines or care that they require at school to help them manage their condition and keep them well.
- We recognise that medical conditions may impact social and emotional development as well as having educational implications.
- Our school will build relationships with healthcare professionals and other agencies in order to provide effective support to any pupil with medical conditions

Printed copies of this document are available on request, from our school office.

Roles and Responsibilities

The Named Person responsible for children with medical conditions is **Rosy Savory**. This person is responsible for

- Informing relevant staff of medical conditions
- Arranging training for identified staff
- Ensuring that the whole school is aware of the policy for supporting pupils with medical conditions, and their role in implementing this policy
- Ensuring that staff are aware of the need to communicate necessary information about medical conditions to supply staff and where appropriate, taking the lead in communicating this information
- Assisting with risk assessment for school visits and other activities outside of the normal timetable
- Developing, monitoring and reviewing Individual Healthcare Plans
- Working together with parents, pupils, healthcare professionals and other agencies

The Governing Body is responsible for

- Determining the school's general policy and ensuring that arrangements are in place to support children with medical conditions, including ensuring that sufficient staff have received suitable training and are competent to support children with medical conditions.

The Headteacher is responsible for

- Overseeing the management and provision of support for children with medical conditions
- Ensuring that sufficient trained numbers of staff are available to implement the policy and deliver individual healthcare plans, including to cover absence and staff turnover
- Ensuring that school staff are appropriately insured and are aware that they are insured

Teachers and Support Staff are responsible for

- The day to day management of the medical conditions of children they work with, in line with training received and as set out in Individual Healthcare Plans
- Working with the named person, ensure that risk assessments are carried out for school visits and other activities outside of the normal timetable
- Providing information about medical conditions to supply staff who will be covering their role where the need for supply staff is known in advance

NB. Any teacher or support staff member may be asked to provide support to a child with a medical condition, including administering medicines. However, no member of staff can be required to provide this support.

The school nurse is responsible for

- Notifying the school when a child has been identified as having a medical condition which will require support in school. Wherever possible this should be done before the child starts at our school.
- Providing support for staff on implementing a child's Individual Healthcare Plan and providing advice and liaison including with regard to training

The parent/carer is responsible for

- Providing the school with sufficient, up-to-date information about their child's medical needs.
- Carrying out any action which has been agreed to as part of their child's Individual Healthcare Plan, e.g. providing medicines and equipment, and ensuring that they, or another nominated adult, is contactable at all times

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Procedure when notification is received that a pupil has a medical condition

- The named person will liaise with relevant individuals, including as appropriate the parent/carer, the individual pupil, health professionals and other agencies, to decide on the support to be provided to the child
- Where appropriate, an Individual Healthcare Plan will be drawn up
- Appendix A outlines the process for developing individual healthcare plans

Individual Healthcare Plan (IHCP)

- An IHCP will be written by the school, in consultation with the pupil, parent/carer and any healthcare professional, for any pupil with a medical condition that is long term and complex
- It will clarify what needs to be done, when and by whom, and will include information about the child's condition, special requirements, medicines required, what constitutes an emergency, and the action to be taken in the case of an emergency
- Where a child has SEN but does not have a statement or EHC plan, their special educational needs will be mentioned in their IHCP
- Each IHCP will be reviewed annually, or earlier if evidence is provided that a child's needs have changed

Administering Medicines

- Medicines should only be administered at school when it would be detrimental to a child's health or school attendance not to do so
- Written consent from parents must be received before administering any medicine to a child at school
- Staff will only give prescription medicines if they have had appropriate training (updated to reflect any IHCPs)
- Medicines will only be accepted for administration if they are:
 - Prescribed (*if appropriate*)
 - 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 be in date but will generally be available inside an insulin pen or pump, rather than in its original container.
- Medicines must be stored safely. Children should know where their medicines are at all times.
- Written records will be kept of all medicines administered to children
- Pupils who are competent to manage their own health needs and medicines, after discussion with parents/carers, will be allowed to carry their own medicines and relevant devices or will be allowed to access their medicines for self-medication

Action in Emergencies

NB: A copy of this information will be displayed in the school office

- Request an ambulance – dial 999 and be ready with the information below. Speak slowly and clearly and be ready to repeat information if asked.
1. The school's telephone number: 01453 762774
 2. Your name
 3. Your location: Rosary Catholic Primary School, Beeches Green, Stroud GL5 4AB

Printed copies of this document are available on request, from our school office.

4. Provide the exact location of the patient within the school
5. Provide the name of the child and a brief description of their symptoms
6. Inform ambulance control of the best entrance to use and state that the crew will be met and taken to the patient
7. Ask office staff to ensure the gates will be open for entry
8. Contact the parents to inform them of the situation
9. A member of staff should stay with the pupil until the parent/carer arrives. If a parent/carer does not arrive before the pupil is transported to hospital, a member of staff should accompany the child in the ambulance.

Activities Beyond the Usual Curriculum

- Reasonable adjustments will be made to enable pupils with medical needs to participate fully and safely in day trips, residential visits, sporting activities and other activities beyond the usual curriculum
- When carrying out risk assessments, parents/carers, pupils and healthcare professionals will be consulted where appropriate

Unacceptable Practice

The following items are not generally acceptable practice with regard to children with medical conditions, although the school will use discretion to respond to each individual case in the most appropriate manner:

- preventing children from easily accessing their inhalers and medication and administering their medication when and where necessary
- assuming that every child with the same condition requires the same treatment
- ignoring the views of the child or their parents; or ignoring medical evidence or opinion (although this may be challenged)
- sending children with medical conditions home frequently or preventing them from staying for normal school activities, including lunch, unless this is specified in their individual healthcare plans
- if the child becomes ill, sending them to the school office or medical room unaccompanied or with someone unsuitable
- penalising children for their attendance record if their absences are related to their medical condition e.g. hospital appointments
- preventing pupils from drinking, eating or taking toilet or other breaks whenever they need to in order to manage their medical condition effectively
- requiring parents, or otherwise making them feel obliged, to attend school to administer medication or provide medical support to their child, including with toileting issues. No parent should have to give up working because the school is failing to support their child's medical needs
- preventing children from participating, or create unnecessary barriers to children participating in any aspect of school life, including school trips, e.g. by requiring parents to accompany the child

Complaints

- An individual wishing to make a complaint about actions regarding the school's actions in supporting a child with medical conditions should discuss this with the school in the first instance
- If the issue is not resolved, then a formal complaint may be made, following the complaints procedure as set out in the school's published Concerns and Complaints Procedure

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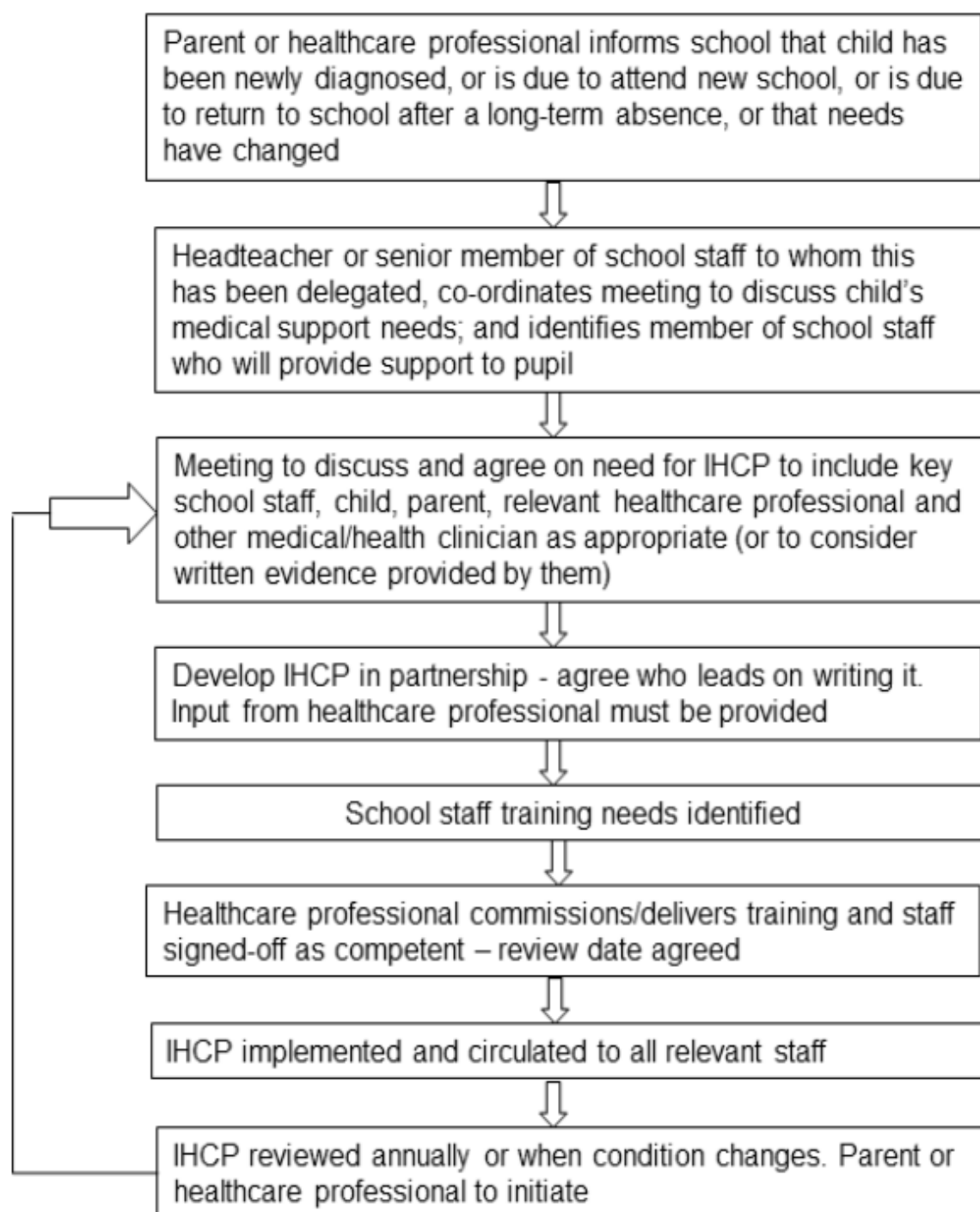
Equality Impact Statement

We will do all we can to ensure that this policy does not discriminate, directly or indirectly. We shall do this through regular monitoring and evaluation of our policies.

On review we shall assess and consult relevant stakeholders on the likely impact of our policies on the promotion of all aspects of equality, as laid down in the Equality Act (2010). This will include, but not necessarily be limited to: race; gender; sexual orientation; disability; ethnicity; religion; cultural beliefs and pregnancy/maternity. We will use an appropriate Equality Impact Assessment to monitor the impact of all our policies and the policy may be amended as a result of this assessment.

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Appendix A: Process for Developing an Individual Health Care Plan (IHCP)



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Appendix B Children with food allergies or Intolerances

Information regarding any food allergies or intolerances must be communicated to the school and Caterlink with evidence from a medical practitioner, as appropriate. This information will be passed to all relevant staff in school, with a copy of the IHCP for the child.

Caterlink staff will be responsible for compliance with provision of allergen free menus for relevant pupils, once alerted to their dietary requirements and to ensuring the child is not given food they are allergic to or intolerant of.

Outside of school lunches, any food to be consumed by a child with allergies or food intolerances, must be checked by the class teacher and another member of staff, with reference to their IHCP to ensure the ingredients will not provoke an allergic reaction or illness. If in doubt, parents will be contacted.

The following measures should prevent an allergic reaction developing:

- ✓ Only the parent or class teacher will provide a snack/treat for children who are prone to allergies and food intolerances
- ✓ In school, two adults will check the packaging to ensure the food doesn't contain anything harmful
- ✓ If a child with allergies says they feel unwell, the staff caring for them will ask for their symptoms or carry out a visual check, to ensure they are not experiencing an adverse reaction
- ✓ If it is suspected that a child has consumed food substances to which they are allergic, the medical protocol in their Care Plan will be followed, e.g. an EpiPen will be administered

As per the main policy, all pupils with allergies must have access to their EpiPen or inhaler in case they require treatment. If a child with known allergies says they feel unwell, supervising staff must find out more information and act swiftly, following the IHCP, if it is suspected the child is reacting to food they have eaten or come into contact with.

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