



## **BELMONT PRIMARY SCHOOL**

### **Policy for Supporting Pupils with Medical conditions at School**

Date of Approval by Governors: .....

Signed by Chair of Governors: .....

Date of Review: November 2016

Due for Review: November 2017

(This policy has been developed using the statutory guidance from the DFE available as at September 2014.)

### Rationale

The Governors and staff of Belmont Primary School wish to ensure that pupils with medical conditions receive appropriate care and support at school. We aim to cultivate an inclusive environment. Meeting the individual needs of pupils with medical conditions is integral to this aim. Children with medical conditions will be supported to enable them to play a full part in all aspects of the life of the school, including trips and visits.

### The role of the governing body

The governing body will ensure that it fulfils its statutory duties as set out in Department for Education statutory guidance (April 2014) and subsequent updates to ensure that children with medical conditions can access and enjoy the same opportunities at school as any other child. Also as defined in the Children and Families Act 2014. The governing body will also take into account that some medical conditions requiring support at school will affect quality of life and can be life threatening, recognising the needs of individual children and how their medical condition can impact upon their school life. Further, the governing body must ensure that the arrangements put in place are sufficient to meet statutory requirements and that these are properly and effectively implemented. With this in mind, the named person with overall responsibility for ensuring policy implementation in this area is:

Mr M Bloomfield, Chair of Governors

### The role of the Head teacher

The Head teacher will ensure that policies are developed and effectively implemented with partners.

### The role of parents/carers

Parents/carers are acknowledged as having a wealth of knowledge about their child's medical condition and how it may affect their day-to-day and school life. As part of the process of drawing up an individual Healthcare Plan we expect parents, supported by any relevant health professionals, to provide the school with comprehensive information regarding the pupil's condition and medication. Administration of medicine will be according to the school's 'Administration of Medicines Policy'. They should also provide the school with sufficient, up to date information about their child's medical needs and, as key partners, be involved in the development and review of their child's individual healthcare plan.

## Healthcare Plans

For each pupil with long-term or complex medical needs the Headteacher will ensure that an Individual Healthcare Plan is drawn up, in conjunction with the appropriate health professionals and the SENDCo. This plan will be reviewed annually as a minimum but more often if the child's condition changes. A copy of the plan, agreed by school, parents, the child if appropriate, and the relevant healthcare professional, will be kept in the school office. These plans will be drawn up in the context of assessing and managing risks to the child's education, health and social well-being and to minimise disruption. When deciding what information to record on individual healthcare plans, the following should be considered:

- The medical condition, its triggers, signs and symptoms;
- The resulting needs of the pupils including medication, treatments and where best to manage such needs;
- Specific support for the pupil's educational, social and emotional needs;
- The level of support needed;
- Who will provide this support, their training needs as well as cover arrangements for when this person is unavailable;
- Who in the school needs to be aware of these needs;
- Arrangements for written permission from parents / carers and the Headteacher for the administering of medication;
- Appropriate arrangements or procedures required for school trips or other activities which allow for participation of the child;
- Emergency arrangements.

## The role of school staff

Sufficient staff will be trained to support children with medical conditions and all relevant staff will be made aware of a child's condition and understand the individual Healthcare plan. Specific staff training needs will be assessed on an individual basis as part of the development of the Healthcare plan. Staff must have received suitable training and be competent before they take on responsibility to support children with medical conditions.

## Planning activities

It is unacceptable to exclude children with medical conditions from any part of school life. Staff must take into account the medical conditions of pupils when planning all activities in and outside of school in order to enable all children to be included. This may include adjustments to staffing levels, ensuring the correct medication is available and can be administered and may include modification of activities.

## Day trips, residential visits and sporting activities

The school will ensure that pupils with medical conditions are actively supported to participate in school trips and visits, or in sporting activities. Activities should be planned so that there is enough flexibility for all children to participate according to their own abilities unless there is evidence from a clinician stating that this is not possible. All staff will be made aware of the procedures to be followed in the event of an emergency.

## Complaints

If parents/carers are dissatisfied with the support provided to their child they should discuss their concerns directly with the school. We would normally expect this to be a discussion with the child's class teacher or the SENDCo. Alternatively any senior leader at the school may be contacted, including the Head teacher. If this does not resolve the issue parents/carers may make a formal complaint via the school's complaints procedure. The school office manager should be contacted to begin this process.

## Further Information

Supporting documentation can be found at:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/306952/Statutory\\_guidance\\_on\\_supporting\\_pupils\\_at\\_school\\_with\\_medical\\_conditions.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/306952/Statutory_guidance_on_supporting_pupils_at_school_with_medical_conditions.pdf)

Related school policies: Administration of medicines, SEND, Safeguarding, School Visits, confidentiality, Anti-bullying, Equalities.