



Policy for Supporting Students with Medical Conditions

General Principles

1. Introduction

At The King's (The Cathedral) School, we believe that 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 to manage their condition and keep well. We recognise that medical conditions may impact social and emotional development as well as having educational implications.

The King's (The Cathedral) School has successful working partnerships with healthcare professionals and other agencies in order to support effectively pupils with medical conditions. This School works in partnership with all relevant parties including the pupil (where appropriate), parent/carer, School's governing body, all School staff, employers and healthcare professionals to ensure that the policy is planned, implemented and maintained successfully. We are committed to building these working partnerships in order to offer the correct care for pupils with medical conditions. This policy has been written in accordance with the statutory requirements laid out in document "Supporting children in school with Medical Conditions." (DFE September 2015) and with reference to the following legislation:-

- The Children and Families Act 2014 section 11 includes a duty for schools to support children with medical conditions.
- Where children have a disability, the requirements of the Equality Act 2010.
- Where children have an identified special need, the SEND Code of Practice 2014.

2. Particular Roles and Responsibilities

The Named Person responsible for children with medical conditions is the SENDCo.

It is important to recognise that supporting a child with a medical condition is not the sole responsibility of one person.

This person is responsible for:

- Informing relevant staff of medical conditions.
- Arranging training for identified staff (see Appendix B).
- Ensuring that suitable provision is put in place in the case of staff absence.
- Communicating 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/carers, 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.
- Making sure that there is the appropriate level of insurance and liability cover in place.
- In the case of complex need the trips co-ordinator will contact the insurer directly to arrange cover.

- Where an IHCP is in place; parents/carers have consented for the School to administer medication/meet other support needs as part of that plan; trained staff undertake these support needs.
- Record keeping in relation to administration is robust.
- Liability cover would be in place for common treatments administered by staff. (e.g. in relation to oral medication, inhalers, epi-pens, pre-packaged doses via injection etc.).
- Ensuring that in line with their safeguarding duties, governing bodies should ensure that pupil's health is not put at unnecessary risk from, for example infectious diseases.
- The Governing Body does not have to accept a child where it would be detrimental to the health of that child or others to do so.
- The SENDCo and pupil reception will ensure the policies are reviewed annually.

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 the pupil's individual healthcare plan.
- Working with the SENDCo, 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.

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.

Parents/carers are responsible for

- Parents/carers/carers at this School understand that they should provide the School with sufficient and up-to-date information about their child's medical needs.
- Helping to develop and review of their child's individual healthcare plan.
- Making sure that their child attends School, and where a medical condition makes this difficult provides the school with information from an appropriate consultant/clinician which can be included in the IHP.

3. Procedure when notification is received that a pupil has a complex medical condition

- The SENDCo will liaise with relevant individuals, including as appropriate parents/carers, the individual pupil, healthcare professional and other agencies to be decided on the support to be provided to the child.
- Where appropriate an Individual Healthcare Plan will be drawn up and shared with members of staff who work with the child.

4. Individual Healthcare Plans

- All children with medical conditions that are complex, long-term or where there is a high risk that emergency intervention will be required at this school have an individual healthcare plan (IHP)

which explains what help they need in an emergency. It is important to recognise not all children will require one.

- Appendix A sets out the process for developing IHPs.
- The IHP will accompany a pupil should they need to attend hospital. Parental permission will be sought and recorded in the IHP for sharing the IHP within emergency care settings.
- The IHPs are reviewed annually by the named person or earlier if the child's needs have changed.
- This school has a centralised register of IHPs, and the Schools SENDCo has the responsibility for this register.

5. Administering Medicines

Please see 'Policy for the administration of medicines in school', and the 'Administration of medication to students on school visits' policy.

6. Action in Emergencies

- Staff must not undertake healthcare procedures without appropriate training.
- All staff are trained in the School's general emergency procedures.
- A copy of this information is displayed in the School office and pupil reception.
- Request an ambulance-dial 999 and be ready with the information below. Speak slowly and clearly and be ready to repeat the information if asked.
 - The School's telephone number.
 - Your name.
 - Your name.
 - Your address.
 - The exact location of the patient within school.
 - Provide the name of the child and a brief description of their symptoms.
 - Inform the ambulance of the best entrance to use and state the crew will be met and taken to the patient.
 - Ask office staff to contact premises to open relevant gates for entry.
 - Contact the parents/carers to inform them of the situation.
 - A member of staff should stay with the child until the parent arrives or accompany them to hospital in the ambulance.

7. 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.

8. Unacceptable practice

- Prevent children from easily accessing their inhalers and medication and administering their medication when and where necessary;
- Assume that every child with the same condition requires the same treatment;
- Ignore the views of the child or their parents/carers; or ignore medical evidence or opinion (although this may be challenged);

- Send children with medical conditions home frequently or prevent 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;
- Penalise 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;
- Require parents/carers, or otherwise make them feel obliged, to attend school to administer medication or provide medical support to their child, including with toileting issues. No parent/carer should have to give up working because the School is failing to support their child's medical needs; or
- Prevent children from participating, or create unnecessary barriers to children participating in any aspect of school life, including school trips, e.g. by requiring parents/carers to accompany the child.

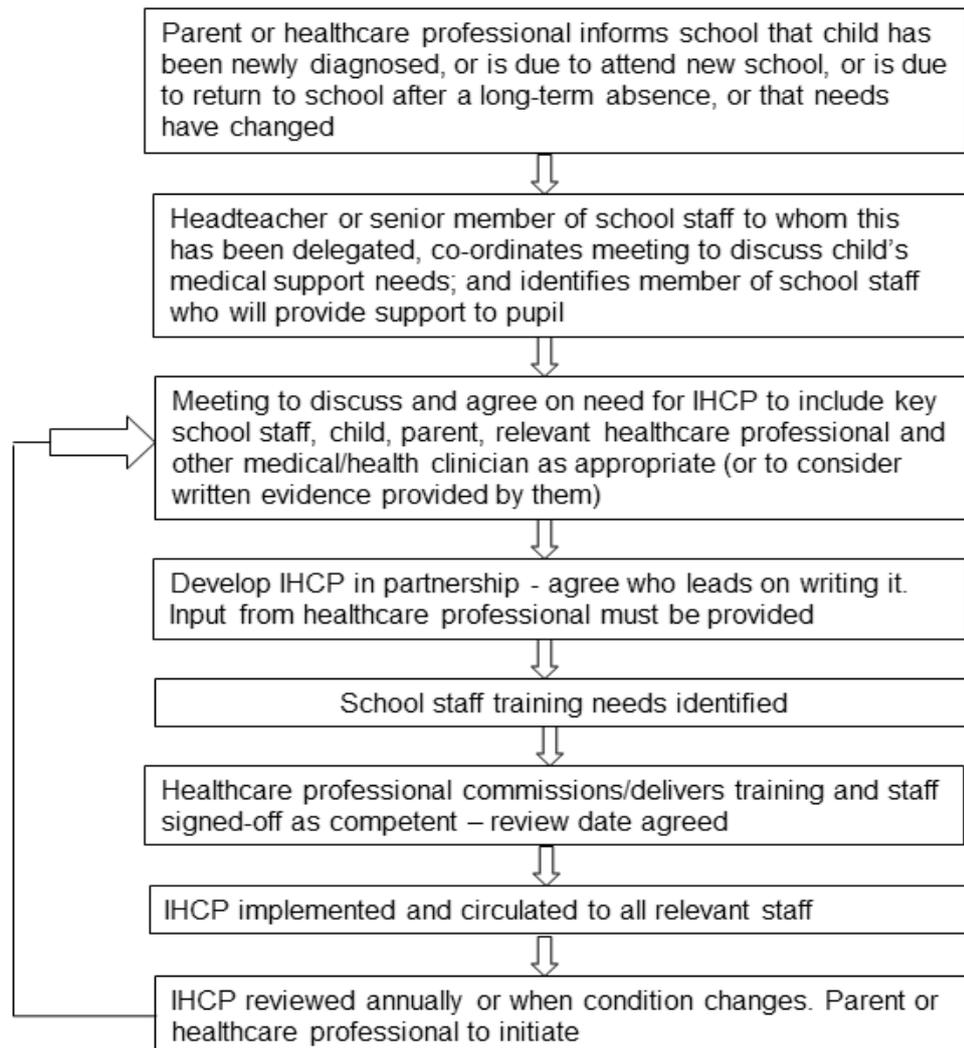
9. Other considerations

In cases where a pupil's medical condition is unclear, or where there is a difference of opinion, judgements will be needed about what support to provide based on the available evidence. This would normally involve some form of medical evidence and consultation with parents/carers. Where evidence conflicts, some degree of challenge may be necessary to ensure that the right support can be put in place.

10. Complaints

- An individual wishing to make a complaint about 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 King's School Complaints Policy.

Appendix A: Process for developing individual healthcare plans



Appendix B: Arranging training for identified staff).

Name of school/setting

Name

Type of training received

Date of training completed

Training provided by

Profession and title

I confirm that [name of member of staff] has received the training detailed above and is competent to carry out any necessary treatment. I recommend that the training is updated [name of member of staff].

Trainer's signature _____

Date _____

I confirm that I have received the training detailed above.

Staff signature _____

Date _____

Suggested review date