

Executive Headteacher: Mrs J McKeown

Initial policy date	June 2021	Next scheduled review	June 2024
Governor approved	19 June 2023	Key person/people	Business Manager
Model policy	No	Model localised	
Pupil leadership team review		Y/N / N/A	

SUPPORTING PUPILS WITH MEDICAL CONDITIONS POLICY

Test Valley School aims to support all pupils with medical conditions, treating pupils as individuals and responding to a medical condition with the pupil, their family and medical professionals as appropriate. We aim to provide all pupils with medical conditions the same opportunities as others at school.

This policy will be updated annually and made available to parents via a link on the school website. Paper copies will be available on request.

The Headteacher is responsible for the implementation of this policy and ensuring that colleagues are appropriately trained and guided to support pupils with medical conditions. On a day-to-day basis the school employs a School Welfare Officer. The School Welfare Officer will directly liaise with pupils, parents, and colleagues to support pupils with medical conditions. The School Welfare Officer will take an active role in the creation of any individual healthcare plans with identified other colleagues, wider agencies, parents, and pupil.

Many pupils within the school will experience medical conditions at some point, if these do not impact on school life, details will be kept and the School Welfare Officer will liaise with parents, colleagues, and pupils as appropriate, creating a level of support that reflects the condition and needs of the pupil. Additional information outlining how medication is stored, administered, and recorded is available in the policy, First Aid and Administration of Medicine in school. Further information about the additional support given to pupils with diabetes, anaphylaxis risk and asthma is available via their associated protocols.

Individual Healthcare Plans

Individual Healthcare Plans, see appendix 2 for an exemplar, can help to ensure that schools effectively support pupils with medical conditions. They provide clarity about what needs to be done, when and by whom. They will often be essential, such as in cases where conditions fluctuate or where there is a high risk that emergency intervention will be needed and are likely to be helpful in the majority of other cases, especially where medical conditions are long-term and complex. However, not all

children will require one. The school, healthcare professional and parent should agree, based on evidence, when a healthcare plan would be inappropriate or disproportionate. If consensus cannot be reached, the Headteacher is best placed to take a final view. A flow chart for identifying and agreeing the support a child needs and developing an individual healthcare plan is provided at appendix one.

On an annual basis, the Headteacher and the School Welfare Officer will review all pupils in the school with Individual Healthcare Plans. Upon reviewing medical conditions of existing and new pupils, or considering information relating to a pupil that has changed, the development of an Individual Healthcare Plan may be initiated at any point. The development and format of healthcare plans may vary according to the need of the young person and considering the range of information and support needed.

Colleague's training

Whenever possible, medical procedures or the giving of medication will be carried out by the School Welfare Officer. In their absence or where medical needs dictate, other colleagues will support pupils as indicated by either a healthcare plan, the First Aid and Administration of Medicine policy or a specific arrangement. As the care of pupils with medical conditions is not the sole responsibility of one person, all colleagues will receive annual awareness sessions for common and more specific conditions for example; diabetes, asthma, anaphylaxis, epilepsy, and heart conditions delivered by healthcare professionals. In addition, colleagues with a first aid certificate will receive further training in diabetes, asthma, anaphylaxis, and epilepsy delivered biennially by healthcare professionals.

Additional specific training for colleagues involved in more specialised care of individual pupils with medical conditions will be carried out as appropriate and necessary by trainers who are qualified to deliver the training. When specific conditions change or colleagues need to respond differently, they will be updated via briefing sessions and bulletin/email notices to colleagues.

Any colleagues providing support to pupils with medical conditions will have received training and guidance suitable for their level of care involvement.

The school ensures all colleagues understand their duty of care to children and young people in the event of an emergency.

Supporting pupils to self- manage their own medical needs.

The school will work with pupils, parents, and healthcare professionals to encourage and support pupils in self-managing their condition. Decisions will be made on an individual basis about the level of support required by pupils to manage any procedures and medication that is required. Where an Individual Healthcare Plan is in place, colleagues will follow the guidance of the plan although colleagues will not

force pupils to engage with their procedures or medication. If problems arise, parents will be contacted, if this is an emergency 999 will be called. (See First Aid and Administration of Medicine in school policy for additional guidance procedures for holding, storing, accessing, administering, and recording medication.)

School trips

Pupils with medical conditions are encouraged to fully participate in all aspects of school life. The school aims to have a first aider with additional training on every trip. Dependent on the significance of the medical condition and the nature and length of the school trip, trip leaders/first aiders will liaise with the School Welfare Officer and where appropriate, the parents. Training regarding specific medical conditions will be provided as appropriate by the School Welfare Officer. If additional support is required from other healthcare professionals the School Welfare Officer will arrange this. If a pupil has an Individual Healthcare Plan, this will form the basis of the discussion and will be taken on the trip for guidance. Trip leaders will follow standard school procedures when on the trip.

Good practice which is followed at Test Valley School

As has already been stated, pupils with medical conditions will be treated as individuals. However, the following is good practice and will form the basis for responding to pupil needs:

- Pupils will easily be able to access their medication, inhalers and to easily administer their medication.
- Pupils will be treated as individuals.
- Views of the pupil, parents and medical professionals will be taken into consideration when looking at how to best support pupils, both those with healthcare plans and pupils with more minor conditions.
- The school will be inclusive, respond to the needs of pupils, work with parents and appropriate bodies.
- The school will support pupils with specific healthcare needs to access the medical room.
- The school will support pupils when they need to spend time away from school at medical appointments.
- The school will support pupil needs in terms of eating, drinking, taking breaks and using the toilet when they have medical conditions.
- The school will work with parents to find the most effective way of administering medication.
- The school will ensure the same opportunities are made available to all pupils and a medical need does not exclude a pupil from involvement or participation.

Concerns and complaints

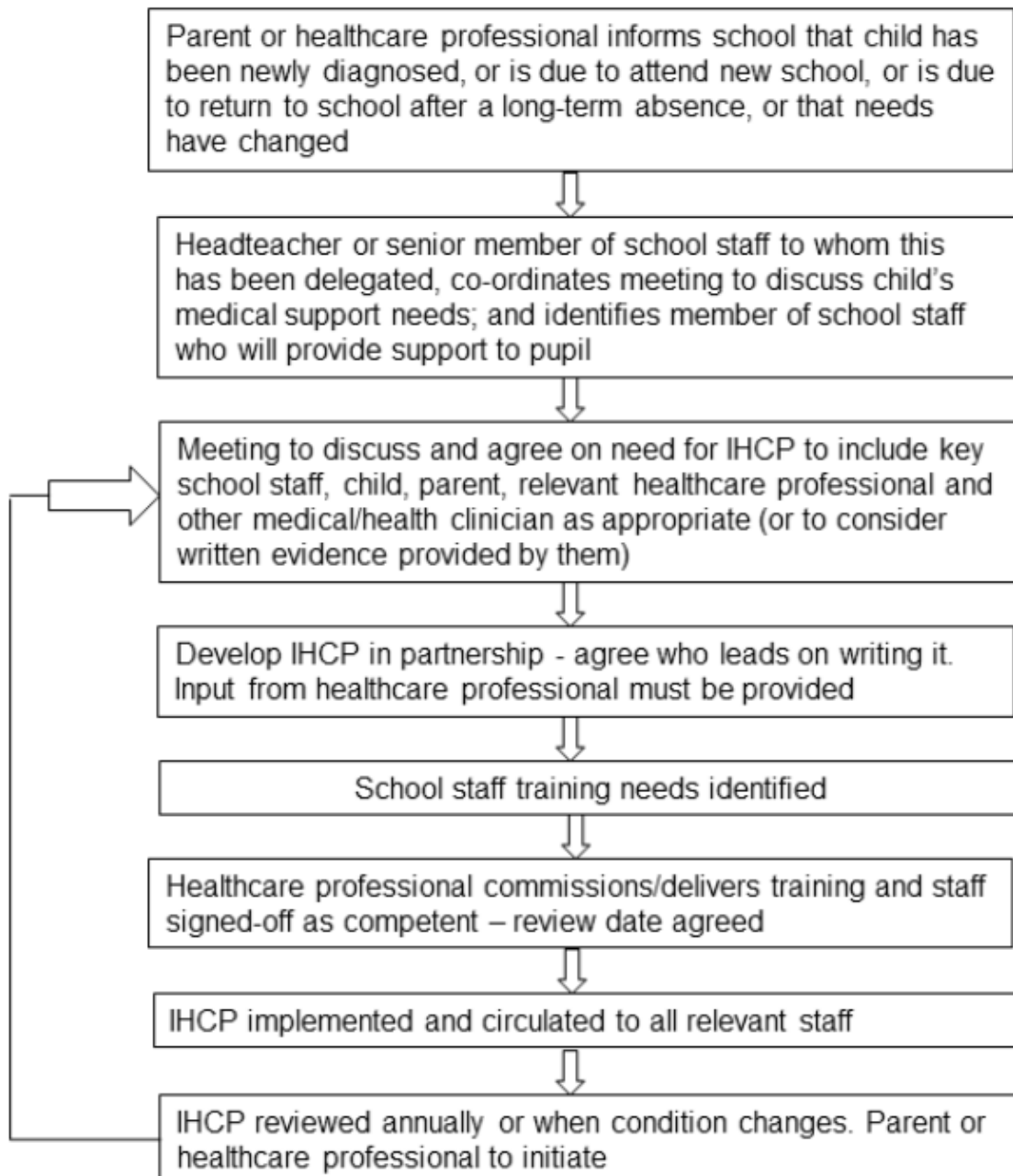
If parents have concerns relating to how medical conditions are being managed, they

should contact the Headteacher.

This policy is based on statutory guidance documented in the Department of Education policy *“Supporting pupils at school with medical conditions” Dec 2015.*

Appendix one

Model process for developing individual healthcare plans.



INDIVIDUAL HEALTHCARE PLAN



Pupil's Full Name:

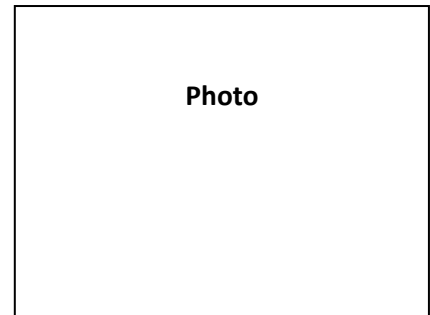
DOB: DD/MM/YYYY **Current Age:** **Year Group:**

Medical Diagnosis/Condition:

Age when diagnosed:

Consultant/Specialist 1:

Consultant/Specialist 2:



Primary/Main Symptoms	Treatment/Medication/Therapy	Known triggers	Resulting Emotional/Social Educational Need
<i>E.g., seizure, eyelids flutter</i>	<i>Lamotrigine, gabapentin</i>	<i>being overtired, certain lights</i>	<i>anxiety, missing part of lesson</i>

Does your child have SEN? Yes / No

Does your child have an EHCP? Yes / No

Would you like us to hold medication securely on behalf of your child? Yes / No

If 'yes', please request a medication administration consent form (all controlled drugs are to be held by school)

What 'daily care requirements' does your child have while in school?

Describe what constitutes as an emergency and the action to take if this occurs:

I (the parent/carer) will be responsible for updating the school with any changes to this information as and when changes occur.

Signed.....Parent/Carer

Date.....

<p>Office Use Only</p> <p>Meeting required with School Nurse / Consultant: Y/N</p> <p>Date SIMS updated:</p> <p>Date passed to relevant personnel:</p> <p>PEEP required? Y/N Date passed to SLT if PEEP required:</p> <p>Date of next review:</p>
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