

## Supporting Pupils with Long-Term Medical Conditions

We believe this policy relates to the following legislation:

- Medicines Act 1968
- Misuse of Drugs Act 1971
- Health and Safety Act 1974
- Children Act 1989
- Education Act 1996
- Education Act 2002
- Children 2004
- The NHS Act 2006
- Equality Act 2010
- School Premises (England) Regulations 2012 (as amended)
- Children and Families Act 2014

### Rationale

We have a legal duty under the Children and Families Act 2014 to support pupils with long-term medical conditions such as diabetes, asthma and epilepsy, and we will ensure that these children have full access to the curriculum, all sporting activities and educational visits so that they can play a full and active role in school.

We will work closely with parents/carers, health and social care professionals to ensure effective individual health care plans, monitoring, reviewing and updating procedures are in place to support children with long-term medical conditions.

We want parents to feel confident and reassured that we are providing effective support that involves:

- having good links with local health and social care services
- allowing children easy access to their inhalers and medication
- administering medication when and where necessary
- not ignoring the views of children, parents and medical professionals
- allowing children to participate in all curriculum, sporting and school activities
- providing assistance when a child becomes ill
- allowing children with medical conditions to take drinking, eating or toilet breaks when and where necessary
- not penalising a child for poor attendance due to their medical condition
- dealing with children's social and emotional problems linked to their medical condition
- building confidence and promoting self-care

We acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

We as a school community have a commitment to promote equality - we believe this policy is in line with the Equality Act 2010.

### Aims

- To support pupils with long-term medical conditions such as diabetes, asthma and epilepsy.
- To ensure pupils with long-term medical conditions have full access to education, all sporting activities and educational visits so that they can play a full and active role in school.
- To ensure effective individual health care plans are in place.
- To share good practice within the school.
- To work with other schools to share good practice in order to improve this policy.

## **Pupil Care Plans**

Before or on arrival at the school, Pupil Care Plans will be devised and written in consultation with

- The headteacher, SEND coordinator and relevant school personnel
- the child
- parents/carers
- local healthcare and medical professionals

At this meeting relevant requirements will be discussed such as:-

- confidentiality of pupil information
- the medical condition
- medication and dosage
- self-management of medication
- medication administered by school personnel
- storage and accessibility of medication
- dietary requirements
- access to food and drink
- specialist equipment
- level of support required
- cover arrangements
- training needs of support personnel
- health and safety issues
- environmental issues and requirements
- attendance at medical appointments
- procedures regarding educational visits
- school timetable
- risk assessments
- dealing with emergency situations
- school evacuation procedures
- home to school transport arrangements
- roles and responsibilities of relevant school personnel

## **Role of Relevant School Personnel**

Administration of medicines by any member of the school personnel is undertaken at the discretion of the Headteacher purely on a voluntary basis and individual decisions will be respected. However, appropriate training will be provided before any member of the school personnel who has volunteered and accepted this role to be familiar with all administration of medication procedures.

Relevant school personnel will:

- follow the Pupil Care Plan
- comply with all aspects of this policy;
- not administer medication or undertake healthcare procedures without the appropriate training;
- implement the school's equalities policy and schemes;
- report and deal with all incidents of discrimination;
- attend appropriate training sessions on equality;
- report any concerns they have on any aspect of the school community

## **Role of Pupils**

Pupils will:

- be aware of and comply with this policy;
- be involved in discussions regarding their medical support and individual healthcare plan;
- be encouraged to manage their own health needs and medications as far as possible;
- have access to their own medicines and relevant devices as appropriate;
- be encouraged to work in partnership with the school by making decisions and exercising choice in relation to their educational programme;
- listen carefully to all instructions given by the teacher;
- ask for further help if they do not understand;
- treat others, their work and equipment with respect.

## **Role of Parents/Carers**

Parents/Carers will:

- be aware of and comply with this policy;
- work in partnership with the school;
- provide up to date medical information of their child's condition;
- be involved in discussions regarding medical support and individual healthcare plan for their child;
- provide the appropriate medication for the school to administer;
- ensure medications are in good supply;
- provide any specialist equipment;
- ensure their contact details are kept up to date;
- ensure that all emergency contacts are current;
- made aware of the Complaints procedures policy if they should need to use it;
- comply with this policy for the benefit of their children;

### **Role of Healthcare Professionals**

Healthcare professionals such as school nurses, paediatricians' and general practitioners will provide:

- advice on developing Pupil Care Plans;
- information about medical conditions;
- support for children with particular conditions;
- training for school personnel

### **Role of the Headteacher and Senior Leadership Team**

The Headteacher and the Senior Leadership Team will:

- ensure all school personnel, pupils and parents are aware of and comply with this policy;
- provide the necessary support for pupils with long-term medical conditions;
- ensure all pupils with long-term medical conditions have full access to the curriculum, all sporting activities and school activities;
- ensure Pupil Care Plans are in place;
- ensure relevant school personnel are made aware of children with long-term medical conditions;
- ensure relevant school personnel are made aware of all pupil care plans;
- ensure insurance cover supports all pupils with long-term medical conditions;
- ensure school personnel are appropriately insured;
- work closely with the coordinator and relevant governors as and when needed;
- provide leadership and vision in respect of equality;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy;

### **Role of the SEND Coordinator**

The SEND coordinator will:

- lead the development of this policy throughout the school;
- work closely with the Headteacher
- ensure all Pupil Care Plans are in place and up to date;
- monitor and annually review all Pupil Care Plans;
- ensure relevant school personnel are made aware of children with long-term medical conditions;
- ensure relevant school personnel are made aware of all Pupil Care Plans;
- provide cover in the absence of relevant staff
- provide information for supply teachers;
- provide guidance and support to all relevant staff;
- provide awareness training for all staff on induction and when the need arises;
- keep up to date with new developments and resources;
- undertake risk assessments for extra-curricular activities, educational visits and other off-site visits;

- liaise with parents and will ensure arrangements are in place when a pupil is diagnosed with a medical condition;
- liaise with parents and will ensure arrangements are in place when a child starts mid-term;
- liaise with feeder schools and transitional schools;
- ensure all medications are kept at the required temperature in a secure place, accessible only to the designated persons;
- ensure records are kept of all medications administered to children;
- review and monitor this policy;

## Training

All school personnel:

- have equal chances of training, career development and promotion
- receive training related to this policy which specifically covers:
  - awareness of the medical condition(s) in question
  - administering medication
  - confidentiality
- receive periodic training so that they are kept up to date with new information
- receive equal opportunities training on induction

## Equality Impact Assessment

We believe that this policy is in line with the Equality Act 2010 which states that we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

## Monitoring the Effectiveness of the Policy

The practical application of this policy will be reviewed when the need arises by the coordinator, the Headteacher and the nominated governor.

A statement of the policy's effectiveness and the necessary recommendations for improvement will be presented to the Governing Body for further discussion and endorsement.