

Supporting Pupils with Medical Conditions Policy



GILES BROOK SCHOOL

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Reviewed by:	Sarah Cowper	Date written : 01/09/2014
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Last Reviewed On:	07/09/2023	Policy Number: S20
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Next review due by:	September 2024
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This policy has been written following the guidelines set by '[Supporting Pupils at School with Medical Conditions](#): statutory guidance for governing bodies of maintained schools and proprietors of academies in England'

Policy Rationale

At Giles Brook, in line with the SEND reform, we aim to ensure that all children with medical conditions, in terms of both physical and mental health, are properly supported in school so that they can play a full and active role in school life, remain healthy and achieve their academic potential.

In addition to the educational impacts, there are social and emotional implications associated with medical conditions. Children may be self-conscious about their condition and some may be bullied or develop emotional disorders such as anxiety or depression around their medical condition. In particular, long-term absences due to health problems affect children's educational attainment, impact on their ability to integrate with their peers and affect their general wellbeing and emotional health.

We want parents/carers of children who have long, or short term medical conditions to have confidence in the staff at Giles Brook to provide the necessary on-going support to help them manage their conditions and keep them well.

Teachers at Giles Brook will liaise closely with families to provide a transition plan to clarify short term, and/or frequent absences, including those for appointments connected with a pupils' medical condition. The transition plan supports the school attendance and safeguarding procedures, and confidence of both school and the family.

Some children with medical conditions may be disabled. Where this is the case, our staff and Governors will comply with their duties under the Equality Act 2010. Some children may also have special educational needs (SEN) and may have an Education, Health and Care (EHC) plan which brings together health and social care needs. This policy should be read in conjunction with the SEND policy, Accessibility policy and Single Equality Scheme.

Roles and responsibilities

Supporting a child with a medical condition during school hours is not the sole responsibility of one person. Giles Brook consider this support as a partnership, working between school staff, healthcare professionals (and where appropriate, social care professionals), local authorities, and parents and pupils.

Governing body: Named Governor – Anthony Moore

Giles Brook Governing body will support the writing, implementation and review of this policy for supporting pupils with medical conditions in school. They are to ensure that sufficient staff have received suitable training and are competent before Giles Brook staff take on responsibility to support children with medical conditions.

Governors will also ensure that any members of school staff who provide support to pupils with medical conditions are able to access information and other teaching support materials as needed.

Headteacher: Claire Britnell

The Headteacher will ensure that our school's policy is developed and effectively implemented with partners. This includes ensuring that all staff are aware of the policy for supporting pupils with medical conditions and understand their role in its implementation.

The Headteacher will ensure that all staff who need to know are aware of the child's condition. They will also ensure that sufficient numbers of trained staff are available to

implement the policy and deliver against all individual healthcare plans, including in contingency and emergency situations. This may involve recruiting a member of staff for this purpose. The Headteacher will contact the school nursing service in the case of any child who has a medical condition that may require support at school, but who has not yet been brought to the attention of the school nurse. If a school visit, including residential visits, are taking place, the Headteacher will ensure that any pupils with long or short term medical conditions have been fully considered during the risk assessment and that any places to be visited will be informed so that the setting can also prepare fully.

SENCo: Sarah Cowper

The SENCo will work closely with the Headteacher to ensure the development, implementation and reviewing of this policy occurs annually at a minimum. They will also liaise with all adults involved in supporting long or short term medical conditions to enable clear co-ordination of necessary information and actions needed. Health care plan reviews will be organised by the SENCo (if not led by the school nurse) and invite all adults involved in supporting the child to provide reviews and next steps needed on the care plan. Reviews of health care plans will be held after a recommended period of time – suggested by the school nurses – this could be half termly, termly or annually. The SENCo will ensure health care plans are monitored by staff daily/weekly with a view to addressing any changes of need or raising concerns if staff feel the plan needs to be adapted/amended.

School Staff:

Any member of school staff may be asked to provide support to pupils with medical conditions, including the administration of medicines, although they cannot be required to do so. Although administering medicines is not part of teachers' professional duties, they will take into account the needs of pupils with medical conditions that they teach. Giles Brook staff will receive sufficient and suitable training and achieve the necessary level of competency before they take on responsibility to support children with medical conditions. Any member of school staff will know what to do and respond accordingly when they become aware that a pupil with a medical condition needs help. Staff will record any medication given and share this information with parents and medical staff at regular, agreed, times.

If the usual teacher is not teaching the pupil e.g. a supply teacher is covering the class, medical needs information will be passed on in a confidential manner and permanent members of staff will act as next points-of-contact for the temporary member of staff to share any necessary information to ensure the best possible care is continued.

School nurses:

As every school does, Giles Brook has access to school nursing services. They are responsible for notifying the school when a child has been identified as having a medical condition which will require support in school. Wherever possible, they will do this before the child starts at Giles Brook. The school nurses, if appropriate, will support our staff to implement a child's individual healthcare plan and provide advice and liaison, for example on training.

Other healthcare professionals, including GPs and paediatricians:

These professionals will notify our school nurse when a child has been identified as having a medical condition that will require support at school. They may provide advice on developing healthcare plans. Specialist local health teams may also provide support in schools for children with particular conditions (eg asthma, diabetes).

Pupils:

Pupils with medical conditions will be fully involved in discussions about their medical support needs and contribute as much as possible to the development of, and comply with, their individual healthcare plan. Other pupils, if agreed to be appropriate, will be sensitively made aware of the needs of those with medical conditions. All pupils will receive support where ongoing medical issues develop and change over time.

Parents:

Parents are required to provide the school with sufficient and up-to-date information about their child's medical needs. They may in some cases be the first to notify staff at Giles Brook that their child has a medical condition. Parents are key partners and will be involved in the development and review of their child's individual healthcare plan. They are expected to carry out any action they have agreed to as part of its implementation, eg provide medicines and equipment and ensure they or another nominated adult are contactable at all times. Parents are supported by the school SENCo and School Nursing team to ensure the child's medical needs are met. Where concerns are raised regarding a medical need, the safeguarding procedures for Giles Brook will be followed.

Local authorities (LA):

LAs are commissioners of school nurses for maintained schools and academies. Under Section 10 of the Children Act 2004, they have a duty to promote cooperation between relevant partners such as governing bodies of maintained schools, proprietors of academies, clinical commissioning groups and NHS England, with a view to improving the well-being of children so far as relating to their physical and mental health, and their education, training and recreation. Local authorities should provide support, advice and guidance, including suitable training for school staff, to ensure that the support specified within individual healthcare plans can be delivered effectively. Local authorities should work with schools to support pupils with medical conditions to attend full time. Where pupils would not receive a suitable education in a mainstream school because of their health needs, the local authority has a duty to make other arrangements.

Unacceptable Practice:

At Giles Brook School, all staff are made aware of the following unacceptable practices:

Staff will not:

- 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; 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, send 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 eg hospital appointments
- prevent pupils from drinking, eating or taking toilet or other breaks whenever they need to in order to manage their medical condition effectively

- require parents, 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 should have to give up working because the school is failing to support their child's medical needs
- prevent children from participating, or create unnecessary barriers to children participating in any aspect of school life, including school trips, eg. by requiring parents to accompany the child.

All staff will have opportunities to discuss and review children's medical needs, receiving training where appropriate.

Individual Healthcare plans (IHPs)

The headteacher has overall responsibility for the development of IHPs for pupils with medical conditions. This has been delegated to Sarah Cowper (SENCo). Plans will be reviewed at least annually, or earlier if there is evidence that the pupil's needs have changed.

Plans will be developed with the pupil's best interests in mind and will set out:

- What needs to be done
- When
- By whom

Not all pupils with a medical condition will require an IHP. It will be agreed with a healthcare professional and the parents when an IHP would be inappropriate or disproportionate. This will be based on evidence. If there is no consensus, the headteacher will make the final decision.

Plans will be drawn up in partnership with the school, parents and a relevant healthcare professional, such as the school nurse, specialist or paediatrician, who can best advise on the pupil's specific needs. The pupil will be involved wherever appropriate.

IHPs will be linked to, or become part of, any education, health and care (EHC) plan. If a pupil has SEN but does not have an EHC plan, the SEN will be mentioned in the IHP.

The level of detail in the plan will depend on the complexity of the child's condition and how much support is needed. The governing board and the SENCo will consider the following when deciding what information to record on IHPs:

- The medical condition, its triggers, signs, symptoms and treatments
- The pupil's resulting needs, including medication (dose, side effects and storage) and other treatments, time, facilities, equipment, testing, access to food and drink where this is used to manage their condition, dietary requirements and environmental issues, e.g. crowded corridors, travel time between lessons
- Specific support for the pupil's educational, social and emotional needs. For example, how absences will be managed, requirements for extra time to complete exams, use of rest periods or additional support in catching up with lessons, counselling sessions
- The level of support needed, including in emergencies. If a pupil is self-managing their medication, this will be clearly stated with appropriate arrangements for monitoring
- Who will provide this support, their training needs, expectations of their role and confirmation of proficiency to provide support for the pupil's medical condition from a healthcare professional, and cover arrangements for when they are unavailable

- Who in the school needs to be aware of the pupil's condition and the support required
- Arrangements for written permission from parents and the headteacher for medication to be administered by a member of staff, or self-administered by the pupil during school hours
- Separate arrangements or procedures required for school trips or other school activities outside of the normal school timetable that will ensure the pupil can participate, e.g. risk assessment
- Where confidentiality issues are raised by the parent/pupil, the designated individuals to be entrusted with information about the pupil's condition
- What to do in an emergency, including who to contact, and contingency arrangements

Feedback, Concerns and Complaints:

Feedback from parents/carers, families and pupils at Giles Brook is welcomed at every stage. Discussion online, telephone or face to face will be facilitated to talk through any concerns so that we can ensure the support we provide is the best it can be. If discussions are difficult, we will find an impartial and appropriate member of staff to support this process.

Should parents or pupils be dissatisfied with the support provided by staff at Giles Brook, they should discuss their concerns directly with the SENCo or Headteacher.

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If the SENCo or Headteacher cannot resolve the issue, then parents/carers may make a formal complaint via Giles Brook complaints procedure.

<https://www.gilesbrook.co.uk/wp-content/uploads/2023/04/Complaints-Procedure-2023.pdf>

This policy links to the following policies and procedures:

- Accessibility Plan
- Anti-Bullying Policy
- Attendance
- Children with Health Needs who Cannot Attend School Policy
- Child Protection and Safeguarding Policy
- Complaints Procedure
- First aid
- Homework Policy
- Health and safety
- Relationships and sex education
- Staff code of conduct
- SEND Policy