

## **A WHOLE SCHOOL POLICY SUPPORTING PUPILS AT SCHOOL WITH MEDICAL CONDITIONS**

### **INTRODUCTION**

Section 100 of the Children and Families Act 2014, places a duty on schools to make arrangements for children with medical conditions. **Pupils with special medical needs have the same right of admission to school as other children and cannot be refused admission or excluded from school on medical grounds alone.** However, teachers and other school staff in charge of pupils have a common law duty to act in loco parentis and may need to take swift action in an emergency. This duty also extends to teachers leading activities taking place off the school site. This could extend to a need to administer medicine.

### **AIMS**

The school aims to:

- assist parents in providing medical care for their children;
- educate staff and children in respect of special medical needs;
- adopt and implement the LA policy of Medication in Schools;
- arrange training for volunteer staff to support individual pupils;
- liaise as necessary with medical services in support of the individual pupil;
- ensure access to full education if possible.
- monitor and keep appropriate records.

### **RESPONSIBILITY**

The Deputy Head (Pupil Support) has overall responsibility for ensuring that all staff are aware of and implement the Whole School Policy. Arrangements will ensure there is support in place to support pupils with medical conditions so ensure that such children can access and enjoy the same opportunities at school as any other child. A focus will be placed on the needs of each individual child and how their medical condition impacts on their school life.

The school's Welfare Officer will ensure all staff are made aware of pupils who have medical needs on a regular basis and will monitor individual healthcare plans. Where a child has SEN but does not have a statement or Education, Health and Care Plan (EHC), their special educational needs should be mentioned in their individual healthcare plan.

### **ENTITLEMENT**

The school accepts that pupils with medical needs should have a right to the full education available to other pupils. Some children with medical conditions may be disabled. Where this is the case the school will comply with their duties under the Equality Act 2010.

The school believes that pupils with medical needs should be enabled to have full attendance and receive the necessary care and support.

The school accepts all employees have rights in relation to supporting pupils with medical needs as follows:

- choose whether or not they are prepared to be involved;
- receive appropriate training;
- work to clear guidelines;
- have concerns about legal liability;
- bring to the attention of management any concern or matter relating to supporting pupils with medical needs.

## **EXPECTATIONS**

It is expected that:

- parents will be encouraged to co-operate in training children to self-administer medication if this is practicable and that members of staff will only be asked to be involved if there is no alternative;
- where parents have asked the school to administer the medication for their child they must ask the pharmacist to supply any such medication to be dispensed in a separate container, containing only the quantity required for school use. The prescription and dosage regime should be typed or printed clearly on the outside. The school will only administer medicines in which the dosage is required as outlined by the pharmacist or GP. The name of the pharmacist should be visible. Any medications not presented properly will not be accepted by school staff. Pupils should not bring in their own medicine. This should be brought into school by the parent.
- that employees will consider carefully their response to requests to assist with the giving of medication or supervision of self-medication and that they will consider each request separately.
- the school will liaise with the School Health Service for advice about a pupil's special medical needs, and will seek support from the relevant practitioners where necessary and in the interests of the pupil.
- any medicines brought into school by the staff e.g. headache tablets, inhalers for personal use should be stored in an appropriate place and kept out of the reach of the pupils. Any staff medicine is the responsibility of the individual concerned and not the school. Written records will be kept of all medicines administered to children.
- all medicines will be stored safely. Pupils will be informed about where their medicines are at all times and how to access them. Medicines and devices such as asthma inhalers, blood glucose testing meters and adrenaline pens will always be readily available to pupils and not locked away.

In an emergency if a pupil needs to be taken to hospital, a member of staff will remain with the pupil until the parents arrive, or accompany a child taken to hospital by ambulance.

## **COMPLAINTS**

Should parents / carers be dissatisfied with the support provided they should discuss their concerns in the first instance with the school. If this is not resolved, parents / carers may make a complaint via the school's complaints procedure, which is available from the Headteacher's personal assistant.

**The following Whole School Policies are also relevant to this policy:**

Health and Safety Policy  
Drugs Education and Substance Abuse  
Equality policy

## **REVIEW AND EVALUATION**

The Whole School Policy will be evaluated annually by the Deputy Head (Pupil Support), and the Welfare Officer, with any amendments or additions to the Policy or associated documents implemented for the following academic year. The Governors' Pupils' Committee will review the Policy annually.

Reviewed January 2025