

St James's
Church of England
Primary School



Medical Conditions Policy

September 2018

Completed by: S Sixsmith

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Agreed by Staff:

Agreed by Governors:

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Gigmill/St James's C.E Primary School
Medical Conditions Policy
Supporting Pupils with Special Medical Needs

Definition

Pupils' medical needs may be broadly summarised as being of two types:

- (a) Short-term affecting their participation in school activities which they are on a course of medication.
- (b) Long-term potentially limiting their access to education and requiring extra care and support (deemed **special medical needs**).

Rationale

LAs and schools have a responsibility for the health and safety of pupils in their care. The Health and Safety at Work Act 1974 makes employers responsible for the health and safety of employees and anyone else on the premises. In the case of pupils with special medical needs, the responsibility of the employer is to make sure that safety measures cover the needs of all pupils at the school. This may mean making special arrangements for particular pupils who may be more at risk than their classmates. Individual procedures may be required. The employer is responsible for making sure that relevant staff know about and are, if necessary, trained to provide any additional support these pupils may need.

The Children and Families Act 2014, from September 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.

The prime responsibility for a child's health lies with the parent who is responsible for the child's medication and should supply the school with information.

Aims

The school aims to:

- assist parents in providing medical care for their children;
- educate staff and children in respect of special medical needs;
- liaise as necessary with medical services in support of the individual pupil;
- ensure access to full education if possible.
- monitor and keep appropriate records.

Entitlement

The school accepts that pupils with medical needs should be assisted if at all possible and that they have a right to the full education available to other pupils.

The school believes that pupils with medical needs should be enabled to have full attendance and receive necessary proper 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:

- pupils with long term medical conditions should have an individual health care plan e.g. allergies that require the potential use of an epipen.
- parents will be encouraged to co-operate in training children to self-administer medication. Many health advisors encourage children to take control of their medical condition, including taking responsibility for managing their medical care (with help) from very young. This can include the self-administration of medicines e.g. using an inhaler, or giving own insulin injections.
- where parents have asked the school to administer the medication for their child the prescription and dosage regime should be typed or printed clearly on the outside with the child's name. We encourage parents whose child is taking medication three times a day to give it before school, after school and at bedtime. The school will only administer medicines in which the dosage is required 4 times a day. 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 Advisor 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.

Type 1 Diabetes

Due to the individual needs of the child, please refer to individual healthcare plans.

Medicine storage

It is the responsibility of the headteacher to ensure safe storage of medicines. All medicines should be kept in the container supplied which should be clearly labelled with the child's name, another identifier (such as date of birth) and instruction for usage. All children with medical conditions should have easy access to their emergency medication. Some medicines (e.g. liquid antibiotics, insulin) require refrigeration – but must not be frozen. These should be kept in suitable additional and airtight containers (e.g. Tupperware boxes) and marked 'Medicines'.

St. James's have agreed to purchase and store an emergency asthma inhaler in school following guidance from Dudley LA.

Policy into Practice

There is a need for proper documentation at all stages when considering the issue of support for pupils with medical needs in school.