

# Grayshott C of E Primary School

## Supporting Pupils with Medical condition Policy 2015

### Statutory Policy

Approved in C & S: Autumn II 2015

Ratified in FGB : Autumn II 2015



Review Date: Autumn I 2018 (3 yearly)

Linked policies –First Aid & Health policy  
SEN policy, Complaints policy  
Equality Policy, Safeguarding  
policy,

# Anti-bullying policy

## Grayshott C of E Primary School Supporting Pupils with Medical Conditions Policy

### Rationale

#### The governing body:

All children and staff are made in the image of God and it is our duty as governors to ensure that all Pupils at school with medical conditions are properly supported so that they can flourish and have full access to education, including school trips and physical education.

Ensure that school leaders consult health and social care professionals, pupils and parents to ensure that the needs of children with medical conditions are properly and effectively catered for.

Must comply with the Equality Act 2010 with regard to medical conditions that may be considered to be disabled under the definition of this Act. For Children with SEN, this policy and guidance should be read in conjunction with the *Special Education needs and Disability (SEND) Code of Practice*

### Aims

The aim is 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.

Parents feel confident that schools will provide effective support for their child's medical condition and that pupil's feel safe. In making decisions about the support they provide, schools should establish relationships with relevant local health services to help them. It is crucial that schools receive and fully consider advice from healthcare professionals and listen to and value the views of parents and pupils.

Ensure that any social & emotional implications associated with the medical conditions are provided for. In particular, in the case of long term absence due to health reasons, that reintegration is properly supported so that the child with the medical condition can fully engage with learning and not fall behind when unable to attend. Short term and frequent absence also need to be effectively managed with appropriate support put in place to limit the impact on the child education attainment together with their emotional and general well-being.

To develop staff knowledge and training in all areas as necessary for our pupils

To provide a fully inclusive school

### Definition

This policy is for pupils who have a recognised medical condition, with an Individual Health care plan.

It is not a policy for short term illness and related medication - please see First Aid & Health policy for information on this.

## **Provision & organisation**

The school will follow the guidance given by Hampshire Education Authority regarding supporting pupils with medical needs in school. This policy will be kept alongside that guidance to provide a management strategy to fully support the needs of all staff, pupils and parents.

Training regarding specific conditions will be delivered as required. This is usually within the term of a new pupil beginning school but if necessary before they commence their education at Grayshott School.

General training on awareness of medical conditions and their possible medication implications will occur annually. This will run in parallel with the school's first aid training, which will continue to be under the guidance of the First Aid & Health.

The school is supported by the school nurse who discusses the needs of individual children and updates their care plans. Pupils requiring continuous support for a medical condition will be given an Individual Health Care Plan (IHCP).

A member of the physical disability team will come into school and complete with the SENCo a risk assessment for all pupils with a medical condition and these are updated yearly.

Copies of these are then kept in a pupil's file, in the office and by the class teacher

## **Individual Health Care Plans (IHCP)**

The main purpose of an IHCP is to identify the level of support that is needed at school/centre for an individual child. The IHCP clarifies for staff, parents/carers and the child the help the school/centre can provide and receive. These plans will be reviewed annually as a minimum, or more frequently at the request of parents/carers or the school, or as required. An IHCP will include:

- Details of the child's condition
- What constitutes an emergency?
- What action to take in an emergency
- What not to do in the event of an emergency
- Who to contact in an emergency
- The role of staff
- Special requirements e.g. dietary needs, pre-activity precautions
- Side effects of medicines

A copy will be given to parents/carers, class teachers/childcare practitioners and a copy will be retained in the medical needs file in the office and the child's individual file. The general medical information sheet given to all staff will indicate that the child has an IHCP.

All trained staff will ensure they are aware of the protocols and procedures for specific pupils in school through attending training provided and reading care plans devised for individual pupils.

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**Emergency medical supplies will remain stored in the stock cupboard and remain organised under the First aid & Health Policy.**

### **Roles and Responsibility**

The ultimate responsibility for the management of this policy in school is with the Headteacher and Governing Body. They are also jointly responsible for ensuring that there are sufficient staff trained for the medical condition.

Headteacher is responsible for the effective implementation of this policy with partners, which includes ensuring that all staff are aware and understand their role in its implementation.

Headteacher should also ensure that all staff who need to know are aware of the child's condition

The SENCO will manage the policy on a day-to-day basis and ensure all procedures and protocols are maintained.

### **School Visits**

When preparing risk assessments staff will consider any reasonable adjustments they might make to enable a child with medical needs to participate fully and safely on visits.

Additional safety measures may need to be taken for outside visits and it may be that an additional staff member, a parent/carer or other volunteer might be needed to accompany a particular child. Arrangements for taking any medicines will need to be planned or as part of the risk assessment and visit planning process. A copy of IHCP should be taken on trips and visits in the event of information being needed in an emergency.

### **Other Support**

Outside agencies such as:

- School Nurse Service
- Medical specialists relating to pupil
- Social Services
- SEN Advisory Team
- Specialist Support Groups
- SEN Assessment Team
- Educational Psychology Team
- Child Protection Team
- Hospital Teachers
- Home Tutors

Will be regularly contacted to support and advise school in the devising and management of this policy.

### **Monitoring and Evaluation**

This policy will be monitored yearly and updated when necessary, we will ensure new legislation is incorporated. Staff will regularly receive opportunities to discuss and evaluate the management of the procedures and protocols in school.

Headteacher – Mrs Kathy Iles  
SENCO – Mrs Nicky Forsyth  
SEN governor- Mrs Ann Glenton  
Chair of governors – Mrs Anna Finey

As at September 2015

## **Annex A - Model process for developing individual healthcare plans**

### **Dissemination of the policy:**

- A copy of the ratified policy will be uploaded to school network. (Clerk's responsibility). This allows all staff access to the same together with the facility to comment upon the policy. All such comments will be taken into account at the next review of this policy.
- The new policy will be drawn to the staff's attention at the next staff meeting. (Headteacher's responsibility).
- The policy will be uploaded to School Website and therefore accessible to all governors at any time. (Clerk's responsibility).
- The policy will be placed in the Governors' Statutory Policies File which is kept in the Headteacher's office at the school. (Clerk's responsibility to send to school's admin officer).
- The policy will be placed on the school website in PDF format so that it may be downloaded by all with internet access. (Clerk's responsibility to send to web-site designer/administrator).
- Paper copies will be provided by the school office on request. A large number of paper copies will incur a photocopying charge.

## Annex A: Model process for developing individual healthcare plans

