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Medical Conditions Policy Supporting Pupils with Special Medical Needs

Definition

Pupils' medical needs may be broadly summarised as being 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

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 employers 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 peers. 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.*

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.

Medical Needs Register

A medical register is kept for each year group and is compiled from data supplied by parents/guardians. It is very important that all information is shared with us in the interests of the child.

Medical Inspections

There are times when children are seen by the school nurse team. Written/verbal permission will be requested from parents/carers before a child is seen.

Administration of Medicine

Where parents have asked the school to administer medication for their child they must ask the pharmacist to supply any such medication to be dispensed in a separate container and 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 4 times a day. 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.

Staff 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 staff e.g. headache tablets, inhalers for personal use should be stored in an appropriate place and kept out of reach of the pupils. Any staff medicine is the responsibility of the individual concerned and not the school.

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/centre, 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 on the google drive. A copy of the IHCP will also be stored in red rucksack in the classroom where the child is taught for all staff to access. An overview sheet identifying all pupils in receipt of an IHCP or Medical Profile will be kept in every red rucksack. 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.

Pupils will not be able to carry any medication with the exception of inhalers for asthma control, or care plan specified medication. No pupil is allowed to have any non-prescription drugs in school; this is to ensure that no pupil unwittingly or otherwise gives another pupil his or her medication. This approach is supported in school through our PSHE curriculum.

Pupils with a prescription inhaler for asthma will have access at all times as it will be stored in the red rucksack in class. These rucksacks are taken out for break, lunch times and P.E. sessions. In the event of an inhaler not working, School have a spare inhaler which will be kept in the office but only administered if parental consent has been obtained and the child is on the Asthma Register.

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
- Physical Disability Team

The above agencies will be regularly contacted to support and advise school in the devising and management of this policy.

If your child is about to enter Oakhurst Community Primary and has a significant health issue please ensure you let us know prior to the child's official start date. It is essential that we train staff for all eventualities. A child cannot be admitted until the Care Plan is in place.

Any child who is not toilet trained must have a Personal Care Plan because it involves intimate care.



Sun Cream During the summer months

Some children may need to have sun cream administered before school to ensure they are protected from the sun. Children with very fair skin may need to bring in extra supplies of sun cream for later in the day. Sun hats or Legionnaire caps are encouraged to protect children's heads, faces and necks during the summer months.

Additional Information during COVID-Pandemic

This should be read in conjunction with Covid-19 Risk Assessment

- Children with a care plan who need intimate care, will be supported by staff wearing PPE.
- The designated medical room (community room) will have a first aid kit and PPE.
- The disabled toilet will be reserved only for intimate care.

If a child/adult displays the following symptoms, parents will be called

- A high temperature
- A new continuous cough
- Has other signs of illness such as a rash, as well as high temperature
- Does not want to eat or is not usual self and you are worried
- Dehydrated for no apparent reason eg sunken eyes and no tears when crying
- Anosmia – loss of sense of taste or smell

Anyone displaying symptoms will remain isolated in the medical room until they are collected.

Handwashing

- Children will be encouraged to wash hands thoroughly and where possible/appropriate in the presence of an adult. Frequent reminder of what good handwashing is. Children will be asked to wash hands before and after lunch and immediately after playing outside. There may be other times of day when children need to wash hands and will be asked to do so.
- All children and staff must wash their hands as soon as they reach their classroom in the morning.

Sneezing

- Tissues will be available in every classroom and children will be encouraged to use these then asked to flush the tissue in the toilet.
- Children will be encouraged to sneeze into their elbow and clean up appropriately afterwards if they are unable to access a tissue in time.

Miss L Manchester SENDCo
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