



Woodlands Primary School and Nursery

Medical Conditions Policy

To Be Reviewed Dec Nov 2024.

Policy Implementation

This policy is written in accordance with the statutory guidance for schools, Special educational needs and disability (SEND) code of practice 0 – 25 years (DfE, 2014) and the statutory guidance for governing bodies, 'Supporting pupils at school with medical conditions' (DfE, 2015).

The SEND code of practice states the Children and Families Act 2014 places a duty on maintained schools and academies to make arrangements to support pupils with medical conditions.

Several key staff members are responsible for the implementation of the policy:

Governing body

Yvonne Crilly – Head Teacher

Tina Murray – SENCO

Vanessa Bradley – School Business Manager/Health and Safety Lead

Claire Ballyn – First Aid Supervisor

Roles and responsibilities

The Local Authority (LA) should provide support, advice and guidance to ensure that the support specified within individual medical care plans can be delivered effectively. The LA is responsible for providing suitable training for school staff.

The governing body must ensure that arrangements are in place to support pupils with medical conditions. In doing so it should ensure that such children can access and enjoy the same opportunities at school as any other child. They should also ensure that any members of school staff who provide support to pupils with medical conditions are able to access information and relevant training.

The head teacher should ensure that all staff who need to know are aware of the child's condition. They should also ensure that sufficient trained staff are available to implement the policy and deliver all individual healthcare plans, including in contingency and emergency situations.

Parents/carers hold the responsibility to inform Woodlands Primary and Nursery School of any updates or changes in their child's medical condition or treatment.

Where appropriate, and after discussions with parents/carers, pupils will be encouraged to take responsibility for managing their own medicines and procedures. This may be done with supervision (e.g. use of asthma inhaler, eczema cream, etc).

School accommodation

Woodlands Primary and Nursery School benefits from a fully accessible site. The school site has features to support pupils and staff with medical conditions such as:

- Disability parking spaces
- Ramps and smooth paths around the whole school site
- 5 disability toilets
- hygiene room
- wider doors and low door thresholds for wheelchair access

Managing medicines

Parental written consent is required for medications to be administered in school by appropriately trained staff. It is the responsibility of parents/carers to ensure medication is supplied to school and available for administering at the agreed times and dosage. When medication is administered, this is formally recorded. During school trips, school activities and residential trips, medication and medical needs plans will form part of the risk assessment. At times, pupils will manage their own medicines and devices and this will be reflected on their medical needs plan.

Individual medical needs plans

Medical needs plans are written in partnership with parents/carers, the first aid supervisor and, at times, medical professionals. All medical needs plans are reviewed at least annually. Reviews and changes can happen at any point in time, on the receipt of new information from parents/carers or advice and guidance from outside agencies.

Emergency Procedures

When a pupil or staff member has a physical or medical need which may impede their evacuation (e.g. visual, hearing, physical impairment) of the school building during an emergency situation, a Personal Emergency Evacuation Plan (PEEP) is created for that child.

In the case of conditions with potential life-threatening implications, the information is available and accessible to everyone – displayed in the communal staffroom, in the pupil's classroom and on the inside of the first aid cupboard doors. This information includes a photograph of the pupil and the procedure to follow.

Staff training and support

Any member of staff providing support to a pupil with medical needs have received suitable training. When required, the advice and support of healthcare professionals is obtained to ensure the type of training required to support the pupil. Parents/carers also contribute to the

advice and support to school staff with regards to how best to support the medical conditions presented.

Woodlands have many school staff members trained to support medical conditions. This includes staff across school trained in paediatric first aid, staff across school trained to administer Epipen. Trained staff members are displayed on posters in each class.

Outside agencies

At times, the support, advice and guidance of specialist outside agencies is sought to train, guide and support staff members to ensure medical conditions are best supported. This includes working with:

- Visual Impairment Service (VIS),
- Hearing Impairment Service (HIS) to advise how to check, clean and maintain hearing aids,
- Physiotherapist support from the Occupational Therapy Service to train a teaching assistant and class teacher on specific exercises and how to apply leg splints,
- School Nurse to support intimate care needs,
- Hospital consultants for advice and support for more vulnerable conditions such as, epilepsy, sickle cell, etc.
- Hospital nurse support, for advice and support for Risk Assessments and specific needs, for longer term care, e.g. cancer treatment.

Links to other policies

- Health and safety policy
- First aid policy
- Intimate care policy
- Asthma policy

Complaints

If parents/carers are dissatisfied with the support provided, they should approach members of staff concerned, in the first instance. If, after this discussion, parents/carers believe the issue is unresolved, they may make a formal complaint following the school's complaints procedures.

Policy Review

This policy will be reviewed December 2024