

# Fairisle Infant and Nursery School



## **Medical Conditions Policy**

Date policy reviewed: June 2020

To be reviewed: June 2022

Ratified by Governing Body:

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Date: 8/7/2020

## **Medical Conditions Policy**

### **The UN Convention on the Rights of the Child**

**“All children have the right to an education” Article 28**

**“All children have the right to be the best they can be” Article 29**

**“A child with a disability has the right to live a full and decent life with dignity and independence, and to play an active part in the community. Governments must do all they can to provide support to disabled pupils” Article 23**

Section 100 of the Children and Families Act 2014 places a duty on governing bodies to make arrangements for supporting pupils at their school with medical conditions.

**Fairisle Infant and Nursery School is an inclusive school, which aims to support and welcome pupils with medical conditions.**

- The school understands that it has a responsibility to make the school welcoming and supportive to pupils with medical conditions who currently attend and those who may enrol in the future.
- The school aims to provide all children with medical conditions the same opportunities as others in school. Pupils with medical conditions are encouraged to take control of their condition in line with their competence. Pupils feel confident in the support they receive from the school to help them do this.
- The school aims to include all children with medical conditions in all school activities as far as is reasonably practicable.
- Individual healthcare plans are in place as appropriate to pupils' medical conditions/needs and are monitored by senior leaders, school nurse and health visitor.
- Parents of pupils with medical conditions need to feel secure in the care the children receive at this school. Individual healthcare plans are usually drawn up in partnership between the school, parents and a relevant healthcare professional.
- Where the child has a special educational need identified in an EHC (Education, Health and Care) plan, the individual healthcare plan will be linked to or become part of the EHC plan.
- The school ensures that all staff understand their duty of care to the children in the event of an emergency.
- The school understands that certain medical conditions are serious and can be potentially life threatening, particularly if ill managed or misunderstood.
- All staff understand the common medical conditions that affect children in this school. Staff receive training on the impact this can have on pupils

and are given training for how to manage certain medical conditions within the school environment.

- The medical conditions policy is understood and supported by the whole school.

**The medical conditions policy is supported by a clear communication plan for staff, parents and other key stakeholders to ensure full implementation.**

- Parents are informed of this policy when their child is admitted as a new pupil and via the school's website.
- Staff are informed of the policy as part of the induction programme and the review of this policy.
- Relevant local health staff are informed of the policy, e.g. school nurse.

**All staff understand and are trained in what to do in an emergency for the most common serious medical conditions at this school. The SENCo/class teacher will also brief supply teachers as appropriate.**

- All staff are aware of the most common serious medical conditions at this school.
- Staff understand their duty of care to pupils in the event of an emergency. In an emergency situation staff are required under common law duty of care to act like any reasonably prudent parent. This may include administering medication.
- All staff that work with pupils at this school receive training and know what to do in an emergency for the pupils in their care with medical conditions.
- Training is refreshed by all staff once a year.
- Action for staff to take in an emergency for the common serious conditions at this school is displayed in the following places: staffroom, office and in the child's classroom.
- The school uses individual health care plans to inform the appropriate staff (including supply teachers) of pupils in their care who may need emergency help.
- The school has procedures in place so that a copy of the pupil's health care plan is sent to the emergency care setting with the pupil.
- Healthcare plans are taken on all off site visits.

**All staff understand and are trained in the school's general emergency procedures.**

- All staff know what action to take in the event of a medical emergency. This includes how to contact emergency services, what information to give and who to contact within school.
- Training is refreshed for all staff once a year.
- If a pupil needs to be taken to hospital, a member of staff will always accompany them and will stay with them until a parent/carer arrives. The school will try and ensure that the member of staff will be one the pupil knows.

**This school is aware of the common triggers that can make medical conditions worse or can bring on an emergency.**

- The school is committed to reducing the likelihood of medical emergencies by identifying and reducing triggers both at school and on educational visits.
- Staff have been given training on medical conditions and potential triggers.
- Healthcare plans are in place to identify individuals who are sensitive to particular triggers.
- Staff are requested to complete healthcare plans as appropriate if their medical condition warrants this.

**The school has clear guidance on the administration and storage of medicines (see Managing Medicines policy).**

**The school has clear guidance about record keeping (see Managing Medicines policy).**

### **Healthcare Plans**

- Individual healthcare plans must be in place for any pupil with a medical condition.
- The IHCP must be reviewed annually or earlier according to medical needs.
- The IHCP must include the following information:
  - The medical condition, its triggers, signs, symptoms and treatment
  - The pupil's resulting needs, including medication (dose, side effects and storage) and other treatments, time, facilities, equipment, testing, access to food and drink where this is used to manage their condition, dietary requirements and environmental issues.
  - Specific support for the pupil's educational, social and emotional needs as appropriate.
  - The level of support needed and who will provide this support and cover arrangements when they are unavailable.
  - Separate arrangements or procedures required for school trips or other school activities outside of the normal school timetable.
  - What to do in an emergency, including whom to contact and contingency arrangements.

**The school ensures that the whole school environment is inclusive and favourable to pupils with medical conditions. This includes the physical environment, as well as social, sporting and education activities.**

#### Physical environment:

- The school is committed to providing a physical environment that is accessible to pupils with medical conditions as far as is reasonably possible. This includes out-of-school visits.
- The school ensures that the whole school environment is inclusive and favourable to pupils with medical conditions.

#### Social interactions:

- The school ensures the needs of pupils with medical conditions are adequately considered to ensure their involvement in structured and unstructured social activities, including breaks and before and after school.
- The school ensures the needs of pupils with medical conditions are adequately considered to ensure they have full access to extended school activities such as after school clubs.
- All staff are aware of the potential social problems that pupils with medical conditions may experience. Staff use this knowledge to try and prevent and deal with problems in accordance with the school's anti-bullying and behaviour policies.
- PHSE lessons and discussions about children's rights (UNICEF), are used to raise awareness of medical conditions as appropriate amongst pupils and to create a positive social environment.

#### Exercise and physical activity:

- The school understands the importance of all pupils taking part in sports, games and activities.
- Teachers and coaches make appropriate adjustments to sports, games and other activities to make physical activities accessible to all pupils.
- Teachers and coaches understand that pupils should not take part in an activity if they feel unwell.
- Teachers and coaches are aware of pupils in their care who have been advised to avoid or to take special precautions with particular activities.
- Teachers and coaches are aware of the potential triggers for pupils' medical conditions when exercising and how to minimise these triggers.
- The school ensures that all pupils have appropriate medication or food with them during physical activity and that pupils can take them when needed.
- The school ensures that all pupils with medical conditions are encouraged to take part in all out-of-school clubs.

#### Education:

- The school ensures that pupils with medical conditions can participate fully in all aspects of the curriculum as far as is reasonably practicable and ensures that appropriate adjustments and extra support are provided.

- In the case where a pupil with SEN also has a medical condition, the SENCo consults with parents and health professionals to ensure that the effect of the pupil's condition on their school work is properly considered.

**Each member of the school community knows their roles and responsibilities in maintaining an effective medical conditions policy.**

### **Roles and Responsibilities**

**Governors** *have a responsibility to:*

- Ensure that pupils with medical conditions are supported to enable the fullest participation possible in all aspects of school life.
- Ensure that the Medical Conditions policy is effectively implemented, monitored and evaluated and regularly updated.
- Ensure that the school has robust systems for dealing with medical emergencies and critical incidents at any time when pupils are on site or on out-of-school activities.

**The Headteacher** *has a responsibility to:*

- Ensure the school is inclusive and welcoming and that the Medical Conditions policy is in line with local and national guidance and policy frameworks.
- Ensure the policy is put into action, with good communication to all staff, parents/carers and governors.
- Ensure every aspect of the policy is maintained.
- Ensure that all staff who need to know are aware of the child's condition.
- Ensure that sufficient trained number of staff are available to implement the policy and deliver against all individual healthcare plans.
- Ensure that first aiders are trained in their role as first-aider and are trained in paediatric first aid.

**School staff** *have a responsibility to:*

- Understand common medical conditions and the impact these have on the pupils.

- Be aware of the potential triggers, signs and symptoms of common medical conditions and know what to do in an emergency.
- Implement the school's Medical Conditions policy.
- Know which pupils in their care have an IHCP and be familiar with the contents of the pupil's plan.
- Maintain effective communication with parents/carers, including informing them if their child has been unwell at school.
- Ensure pupils who need medication have it when they go on a school visit or out of the classroom.
- Ensure that no child with a medical condition is excluded unnecessarily from activities they wish to take part in.
- Ensure that the pupils have the appropriate medication/food during any exercise and can take it when needed.

**Teachers** *have an additional responsibility to:*

- Ensure that pupils who have been unwell have the opportunity to catch up on missed school work.
- Be aware that medical conditions can affect a pupil's learning and provide extra help when pupils need it, in liaison with the SENCo.
- Liaise with parents/carers, SENCo and other health professionals as required.
- Use opportunities such as PHSE and other areas of the curriculum to raise pupil awareness of medical conditions.

**School Nurse or healthcare professional** *has a responsibility to:*

- Help provide regular updates for school staff managing the most common medical conditions at school at the school's request.
- Provide information about where the school can access other specialist training.
- Update the IHCP in liaison with appropriate school staff and parents / carers.

**Parents / Carers** *have a responsibility to:*

- Tell the school if their child has a medical condition or a complex health need.
- Check that the school has a complete and up-to-date IHCP if their child has a medical condition.
- Inform the school about the medication their child requires during school hours.
- Inform the school of any medication their child requires while taking part in trips and out-of-school activities.
- Tell the school about any changes to their child's medication.

- Ensure that their child's medication and medical devices are labelled with their child's full name.
- Ensure that their child's medication is kept within expiry dates.

### **Liability and Indemnity**

- The Governing Body will ensure that the appropriate level of insurance is in place and appropriately reflects the level of risk.
- Staff at the school are indemnified under Southampton City Council insurance arrangements whilst acting in the course of their employment.
- Southampton City Council is insured and have extended this insurance to indemnify school staff who have agreed to administer medication or undertake a healthcare procedure to children, such as administration or supervision of medication orally, topically, by injection or by tube and the application of appliances or dressings.

### **Complaints**

- Should parents / carers be dissatisfied with the support provided they can discuss their concerns directly with the Headteacher. If for whatever reason this does not resolve the issue they may make a formal complaint via the school's complaints procedure.