

### **The Lansdowne Turney Federation** **Supporting Children with Medical Needs Policy**

#### Introduction

This policy should be read in line with the Medication Policy.

The Children and Families Act 2014 places a duty on schools to make arrangements for children with medical conditions. Pupils with special medical needs have the same processes of admission as other children and cannot be refused admission on medical grounds alone. Teachers and other school staff have a duty to act in loco parentis and may need to take swift action in an emergency. This duty also extends to staff leading activities off site.

The prime responsibility for a child's healthcare lies with the parent who is responsible for the child's medical care and medication and should supply the school with information. The school has regard for the DFE '*Supporting Pupils at School with Medical Conditions*', 2015 This policy outlines the Federation's approach to meeting the requirements of this guidance.

#### Key Principles

- Children with medical conditions should be properly supported so that they have full access to education, including school trips and physical education
- Arrangements must be in place in school to support children with medical conditions, including the appropriate use of risk assessments and the development, implementation and review of healthcare plans with the support of the school nursing service
- School, parents, the child and healthcare professionals will work closely together to ensure that the needs of students with medical conditions are met
- Our focus is on the child as an individual and how their medical needs are met to ensure full inclusion, access and enjoyment of school life.

#### Training and Awareness

- The school has a number of trained first aiders, a list of which is displayed in the office and staffroom. There is a rota of first aiders on duty each lunchtime.
- Relevant staff will be made aware of each child's medical condition and needs
- Key staff will be regularly trained in supporting individual pupils with specific medical conditions such as diabetes, epilepsy and severe allergies
- We will ensure that cover arrangements are made in the case of staff absence or turnover to ensure needs are met
- We will undertake risk assessments for activities off site taking into account individual needs.

#### Individual Health Care Plans

Where the child has a long term and complex medical condition(s), they should have an individual healthcare plan (IHC) providing clear guidance on what needs to be done, when and by whom. The school nurse, parent or carer, school and healthcare professionals collaborate to develop the plan. It is vital that the IHC reflects up to date medical knowledge about the child (input from healthcare professionals) and agreement should be reached as to who is responsible for leading on writing it. These should be reviewed annually. Not all pupils with medical conditions need an IHC. The IHC should be linked to or become part of the EHC plan.

## Supporting Childrens' Medical Needs

### Roles and Responsibilities

#### *The Governing Body*

- Overall responsibility to ensure pupils with medical conditions are supported to participate fully in school life
- Responsibility to ensure staff are appropriately trained and competent.

#### *The Heads of School will*

- Ensure implementation of the policy
- Ensure relevant staff are informed about medical conditions and trained
- Overall responsibility for developing Individual Health Care (IHC) plans
- Ensure appropriate levels of insurance
- Overall responsibility for liaison with the school nursing service

#### *The School Staff will*

- Take into account the medical needs of children they teach
- Support pupils following guidelines from the IHC plan
- Attend training as required in supporting pupils with medical conditions

#### *The School Nurse will*

- Responsible for notifying the school when a child has been identified as having a medical condition which will require support in school. Wherever possible, they should do this before the child starts school
- Support staff in implementing an IHC providing advice and liaison, particularly training
- Contribute medical advice to the writing of an IHC
- Liaise with other NHS staff and clinics
- Provide advice and support for schools about medical conditions

### Record keeping

- We will work with parents/carers of children with complex or long term medical needs to agree and implement individual healthcare plans. We will provide whole school training on health issues affecting all children and appropriate training for staff volunteering to support individual healthcare plans.
- At the beginning of each school year or when a child joins the school parents/carers are asked whether their child suffers from any medical condition including asthma. Parents are reminded of the vital importance of providing this information to school and of updating the school should there be any changes or new conditions diagnosed. Parents who indicate that their child has asthma will be asked to provide further information regarding their child and the medication they are taking. This information should be updated by parents during the school year as necessary.

### Accidents

- All bumps to the head are taken very seriously. Parents will be informed immediately if a child has had a serious bump where the skin has broken or is marked. Serious bumps will be recorded in the accident book. If the bump is minor, parents will still be informed via a 'head injury slip'.
- If a child suffers a minor accident, a member of staff will administer first aid and comfort the child. Parents will be notified by phone call of the incident and sent home with a 'head injury slip'

## Supporting Childrens' Medical Needs

- In a more serious accident where a child may become unconscious, bleed profusely, or damage their limbs, an ambulance will be called, first aid administered and parents informed.
- Parents of any child exhibiting signs of health deterioration will be informed.

Governing bodies should ensure that all schools develop a policy for supporting pupils with medical conditions that is reviewed regularly and is readily accessible to parents and school staff.

Governing bodies should ensure that the arrangements they set up include details on how the school's policy will be implemented effectively, including a named person who has overall responsibility for policy implementation.