

Supporting Pupils With Medical Conditions Policy



Sandwell Home and Hospital Tuition Service

Signed by Chair of Governors:	<i>May Banks</i>
Date ratified by Governing Body:	08.05.2019
Date of Review:	08.05.2021



This policy is in line with DfE statutory guidance on Supporting Pupils with Medical Conditions [2014]

1] STATEMENT

Albright Education Centre supports and welcomes pupils with medical conditions. In our setting medical conditions may also mean a mental health condition.

- It provides children with medical conditions with the same opportunities and access to activities (both school based and out-of-school) as other pupils.
- No child will be denied admission or prevented from taking up a place within this service because arrangements for their medical condition have not been made.
- We will listen to the views of pupils and parents/carers.
- Pupils and parents/carers feel confident in the care they receive from this service and that the level of care meets their needs.
- Staff understand the medical conditions of pupils and that they may be serious, adversely affect a child's quality of life and impact on their ability and confidence.
- Staff understand their duty of care to children and young people and know what to do in the event of an emergency.
- This Service understands that all children with the same medical condition will not have the same needs. We focus on the needs of each individual child.
- Some children with medical conditions may be considered to be disabled under the definition set out in the Equality Act 2010. Where this is the case, we comply with the duties under that Act.
- Some may also have special educational needs (SEN) and may have a statement, or Education, Health and Care (EHC) plan which brings together health and social care needs, as well as their special educational provision. For children with SEN, this policy should be read in conjunction with the SEND code of practice.

2] THE HOSPITAL

- Staff at the hospital liaise closely with the medical staff there.
- Children may be taught at the bedside or in the hospital classroom if the medical condition allows that.
- Advice will be followed from the medical staff if a young person is not able to be taught that day.
- Medication will not be administered by our staff.
- In an emergency the hospital guidelines will be followed.

3] ALBRIGHT EDUCATION CENTRE

A] The SENCo is responsible for:

- The day to day management of the Supporting Pupils with Medical Conditions Policy.
- Liaising with healthcare professionals about individual pupils.
- Working with parents, relevant professionals and the child to develop an IHCP where appropriate.
- Making staff aware of a child's medical condition.
- Liaising with health care professionals regarding training needed by staff.

B] Staff are responsible for :

- All school staff, including temporary or supply staff, and admin staff, are aware of the medical conditions at Albright Education Centre and understand their duty of care to pupils day to day and in an emergency.
- Taking appropriate steps to support pupils with medical conditions, including making reasonable adjustments to include a pupil within their lessons.
- Undertaking training when provided or as necessary.

C] Parents and carers are responsible for

- Keeping the Centre informed about any changes to their child's health.
- Completing a parental agreement in cases where medication is needed to be administered in Albright Education Centre.
- Providing any medication their child needs and keeping it up to date.
- Where necessary, developing an IHCP for their child with the SENCo, and healthcare professionals.

4] Individual Health Care Plans [IHCPs]

- Pupils with medical conditions that are complex, long-term or where there is a risk that emergency intervention will be required will have an individual healthcare plan (IHP) which explains what help they need both day to day and in an emergency. The IHP will accompany a pupil should they need to attend hospital. Parental permission will be sought and recorded in the IHP for sharing the IHP within emergency care settings.
- The IHCP will be developed with the parents/carers, pupil, SENCo and relevant medical professionals.
- IHCP's will be reviewed annually or when a child's medical circumstances change if that is sooner.
- IHCP's should be easily accessible whilst preserving confidentiality.

5] General

- The school nurses will provide training for all staff in common conditions eg asthma, allergies, epilepsy and diabetes.
- If a pupil needs to attend hospital, a member of staff (preferably known to the pupil) will stay with them until a parent/carer arrives, or accompany a child taken to hospital by ambulance. They will not take pupils to hospital in their own car, unless agreed with the parent / carer.
- Staff understand what constitutes an emergency for an individual child and the Centre makes sure that emergency medication/equipment, e.g. asthma inhalers, epi-pens etc. are readily available wherever the child is in the school and on off-site activities, and are not locked away.

- In certain circumstances pupils may carry their own medication/equipment, or they should know exactly where to access it. Those pupils deemed competent to carry their own medication/equipment with them will be identified and recorded through the pupil's IHP in agreement with parents/carers.

6] Medication

A] Prescription

- Wherever possible prescription medicine should be taken in frequencies that allow the pupil to take them outside school hours.
- If this is not possible, Albright Education Centre will make sure that all prescription medication is stored safely and securely in a locked cabinet and that pupils with medical conditions know where they are at all times and have access to them immediately.
- Albright Education Centre will only accept medication that is in date, labelled and in its original container including prescribing instructions for administration.
- Parents/carers must complete and sign a parental agreement form before medication can be self-administered.
- Parents/carers are asked to collect all medications/equipment at the end of the summer term, and to provide new and in-date medication when needed.
- Written records will be kept of any prescription medicine dispensed.

B] Non Prescription

- Non prescription medicine is not permitted.

7] The Centre Environment

Albright Education Centre aims to ensure that the Centre environment is inclusive and favourable to pupils with medical conditions. This includes the physical environment, as well as social, sporting and educational activities.

- This school makes sure the needs of pupils with medical conditions are adequately considered to ensure their involvement in structured and unstructured activities, school activities and trips and residential visits.
- All staff are aware of the potential social problems that pupils with medical conditions may experience and use this knowledge, alongside the school's anti bullying policy, to help prevent and deal with any problems. They use opportunities such as PSHE, Assemblies, tutor times etc to raise awareness of medical conditions and help promote a positive environment.
- Albright Education Centre understands the importance of all pupils taking part in off site visits and physical activity and staff make reasonable and appropriate adjustments to such activities in order that they are accessible to all pupils. Individual risk assessments will be conducted as part of the planning process to take account of any additional controls required for pupil needs.
- Albright Education Centre understands that staff are aware that pupils should not be forced to take part in activities if they are unwell. They should also be aware of pupils who have been advised to avoid/take special precautions during activity, and the potential triggers for a pupil's medical condition when exercising and how to minimise these.
- Albright Education Centre staff understand that frequent absences, or symptoms, such as limited concentration and frequent tiredness, may be due to a pupil's medical condition.
- Albright Education Centre will not penalise pupils for their attendance if their absences relate to their medical condition. Parents/carers are asked to help with this by providing medical evidence, appointment letters etc. so absences may be authorised.

8] Complaints

Should parents and pupils be dissatisfied with the support provided they should discuss these concerns with the Head Teacher.

Model process for developing an Individual Health Care Plan



