



SUPPORTING PUPILS WITH MEDICAL CONDITIONS POLICY

Aims

This policy aims to ensure that:

- Pupils, staff and parents understand how our provision will support pupils with medical conditions
- Pupils with medical conditions are properly supported to allow them to access the same education as other pupils
- Staff are suitably trained
- Staff are aware of pupils' conditions, where appropriate
- There are arrangements to ensure someone is always available to support pupils with medical conditions
- Individual healthcare plans (IHPs) are monitored where necessary

Legislation and statutory responsibilities

This policy meets the requirements under Section 100 of the Children and Families Act 2014, which places a duty on leaders to make arrangements for supporting pupils with medical conditions. It is also based on the Department for Education (DfE)'s statutory guidance on supporting pupils with medical conditions at school.

Roles and responsibilities

Directors will:

- Make sure all staff are aware of this policy and understand their role in its implementation.
- Ensure that all staff who need to know are aware of a child's condition.
- Liaise with the school nursing service in the case of any pupil who has a medical condition that may require support at The Den.
- Ensure that systems are in place for obtaining information about a child's medical needs and that this information is kept up to date.
- Any member of staff may be asked to provide support to pupils with medical conditions, although they will not be required to do so.

Parents will:

- Provide the school with sufficient and up-to-date information about their child's medical needs.
- Carry out any action they have agreed to as part of the implementation of the IHP, e.g. provide medicines and equipment, and ensure they or another nominated adult are contactable at all times.

Risk assessments will be carried out so that planning arrangements take account of any steps needed to ensure that pupils with medical conditions are included. In doing so, pupils, their parents and any relevant healthcare professionals will be consulted.

Medicines will not be administered at The Den unless prior agreement with parents is in writing.

Emergency procedures

Staff will follow the school's normal emergency procedures (for example, calling 999). If a pupil has an IHP, this will clearly set out what constitutes an emergency and will explain what to do.

If a pupil needs to be taken to hospital, staff will stay with the pupil until the parent arrives, or accompany the pupil to hospital by ambulance.

Training

Staff who are responsible for supporting pupils with medical needs will receive suitable and sufficient training to do where necessary.

The relevant healthcare professionals will lead on identifying the type and level of training required and will agree this with The Den.

Record keeping

Parents / carers will be informed if their pupil has been unwell at The Den on the same day.

IHPs are kept in a readily accessible place.

Liability and indemnity

The Directors will ensure that the appropriate level of insurance is in place and appropriately reflects the level of risk.

Complaints

Parents with a complaint about their child's medical condition should discuss these directly with the Directors in the first instance. If the Directors cannot resolve the matter, they will direct parents to The Den's complaints procedure.