



Policy for supporting pupils at school with medical conditions

Introduction and general principles

The staff and governors of Sunnybrow Primary School are wholly committed to pursuing a policy of inclusive education that welcomes and supports pupils with medical conditions. Our aim is to ensure that all children with medical conditions, in terms of both physical and mental health, are properly supported in school so that they can play a full and active role in school life, remain healthy and achieve their academic potential. This policy is designed to support the management of medication and medical care in school and it complies with DfE guidelines for

'Supporting pupils in school with medical conditions' (2015)

Rationale and aims

We hope to provide a clear policy that is understood and accepted by all staff, parents, children and governors, providing a sound basis for ensuring that children with medical needs receive proper care and support in school, and that for such children attendance is as regular as possible.

We aim to:

- ensure that parents feel confident that our school will meet and support their child's specific medical needs;
- assist parents in providing medical care for their children, administering medicines safely;
- educate staff and children in respect of special medical needs;
- adopt and implement the LA policy of Medication in Schools;
- arrange training for volunteer staff to support individual pupils;
- liaise as necessary with medical services in support of the individual pupil;
- ensure access to full education if possible.
- monitor and keep appropriate records.

Entitlement

We accept that pupils with medical needs should be assisted wherever possible and that they have a right to the full education available to other pupils. The school believes that pupils with medical needs should be enabled to have full attendance and receive necessary proper care and support.

The school accepts all employees have rights in relation to supporting pupils with medical needs as follows:

- choose whether or not they are prepared to be involved;
- receive appropriate training;
- work to clear guidelines;
- have concerns about legal liability;
- bring to the attention of management any concern or matter relating to supporting pupils with medical needs.

Expectations

It is expected that:

- parents will be encouraged to co-operate in training children to self-administer medication if this is practicable and that members of staff will only be asked to be involved if there is no alternative;

- where parents have asked the school to administer the medication for their child, they must ask the pharmacist to supply any such medication to be dispensed in a separate container, containing only the quantity required for school use. The prescription, date of prescription is prescribed and dosage regime should be typed or printed clearly on the outside, as should the child's full name and date of birth.
- The school will only administer medicines in which the dosage is required 3 or 4 times a day, or in the case of an emergency. The name of the pharmacist should be visible. Any medications not presented properly will not be accepted by school staff.
- The school will keep an emergency inhaler in school. This will also be taken on school trips.
- employees will consider carefully their response to requests to assist with the giving of medication or supervision of self-medication and that they will consider each request separately.
- if medication needs to be administered at school it will be given to your child by one of our qualified first aiders, the Head Teacher or in their absence, another named responsible adult.
- the school will liaise with the School Health Service for advice about a pupil's special medical needs, and will seek support from the relevant practitioners where necessary and in the interests of the pupil.
- any medicines brought into school by the staff e.g. headache tablets, inhalers for personal use should be stored in an appropriate place and kept out of the reach of the pupils. Any staff medicine is the responsibility of the individual concerned and not the school.

What parents need to do if their child requires medication to be administered at school

- Bring the medication into school and ask to see one of our qualified first aiders or the Head Teacher.
- On the acceptance of the medication by one of our qualified first aiders or the Head Teacher, you will need to fill in and sign a consent form regarding the administration of the child's medication.
- If possible only one week's supply of a prescribed medication should be brought into school at any one time.

What the school does

- Provides for the welfare of all children with medication needs.
- Ensures medication is kept safely stored.
- Ensures medication is administered safely to your children by an Identified trained person.
- Ensures that medicine is administered and stored safely on out-of-school visits and other school activities outside of the normal school day;
- Ensures that an emergency inhaler is kept in school;
- Maintains a medication register to record the times and dates that medication is administered to your child.
- With parents and carers we aim to put in place healthcare plans, to ensure the welfare of children on long term or emergency medication. These healthcare plans are developed between Mrs Sim, a child and their parents. They will be displayed on the notice board in the staff room, so all staff and supply teachers can access the information. The care plans will be reviewed annually, or as the need arises.

Reviewed by C. Sim 01.06.15

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