

Newington Community Primary School



Supporting Pupils with Medical Conditions 2023-2024

Amended:	Term 1 2023
Updated by:	Suzanne Legge and Sharon Robb
Approved by the Governing Body:	
Signed:	(Chair of Governors)
Review:	Term 1 2024

Supporting Pupils with Medical Conditions 2023 – 2024

Newington Community Primary School is an inclusive community that welcomes and supports pupils with medical conditions and/or disabilities. It is a school that endeavours to provide the same opportunities to pupils with medical conditions as to all others, and where a positive and caring approach to such pupils' needs is strongly promoted by all staff, so they can participate in a full and active role in all aspects of school life, remain as healthy as possible and achieve their academic potential.

Legal Requirements and Guidance for this Policy.

This policy has due regard to statutory legislation, including, but not limited to the following:

- The Department for Education statutory requirements and legal duties under: - [‘Section 100 of the Children and Families Act 2014’](#), which places a duty on governing boards to make arrangements for supporting pupils at their school with medical conditions.
- The Department for Education (DfE)'s statutory guidance: - [‘Supporting pupils with medical conditions at school.’](#)
- Duty of care under the [‘Equality Act 2010’](#).

Our Aim

This policy aims to ensure that:

- Pupils, staff, parents and visitors understand how our school will support pupils with medical conditions
- Pupils with medical conditions are properly supported to allow them to access the same education and experiences as other pupils, including out of school activities, school trips and sporting activities.

The Governing Board

The governing board has ultimate responsibility to make arrangements to support pupils with medical conditions. The governing board will ensure that sufficient staff have received suitable training and are competent before they are responsible for supporting children with medical conditions.

The Headteacher

The Headteacher will:

- Make sure all staff are aware of this policy and understand their role in its implementation.
- Ensure that there is a sufficient number of trained staff available to implement this policy and deliver against all individual medical healthcare plans (‘MHCP’), including in contingency and emergency situations
- Ensure that all staff who need to know are aware of a child’s condition
- Take overall responsibility for ensuring medical health care plans and health risk assessments are managed, have all relevant information and are current to legislation in meeting the requirements of supporting and managing the care of children with a medical condition in school.
- Contact the school nursing service or educational services in the case of any pupil who has a severe or complex medical condition that may require support at school, but who has not yet been brought to the attention of the school nurse or specialist teaching service.
- Ensure that school systems are in place for obtaining information about a child’s medical needs and that this information is kept up to date.

Staff training and care support

- Supporting a child with a medical condition during school hours is not the sole responsibility of one person. Collaborative working arrangements and working in partnership will ensure that the needs of pupils with medical conditions are met effectively.
- Members of staff may be asked to provide support to pupils with medical conditions.
- The school recognises that different levels of training are required for different members of staff in order to meet the school's duty of care to support pupils with medical conditions. Some children with medical conditions require more specific training for named members of staff.
- Training should be sufficient to ensure that staff are competent and have confidence in their ability to support pupils with medical conditions, and to fulfil the requirements set out in the individual medical healthcare plan. They will need an understanding of the specific medical conditions they are being asked to deal with, their implications and preventative measures.
- Named staff employed as a 1-1 to support individual children with complex medical needs or additional SEND need will have completed appropriate training and competency to fulfil the role, they will be supported by the Assistant Headteacher/SENCO or medical officer who manage the individual pupils' medical healthcare plans and risk assessments.
- Teachers, TAs and support staff will consider the needs of pupils with medical conditions that they teach. All staff will know what to do and respond accordingly when they become aware that a pupil with a medical condition needs help or assistance.

Parents/Carers

Parents/Carers will:

- Provide the school with sufficient and up-to-date information about their child's medical needs as soon as they enroll or if the need arises.
- Understand a medical healthcare plan cannot be completed without the relevant information, advice or guidance to confirm their child's medical condition or need.
- Be fully involved in the development, drafting and review of their child's healthcare plan and agree to content before sign off ready to action.
- Understand that professional or legal advice will be sought and included if the need arises to ensure that their child's needs can be fully met safely while in school the Headteacher will be consulted prior to implementation.
- Raise any issues, concerns or disagreements regarding medical healthcare plan content, actions or care with the Headteacher or Assistant Headteacher/SENCO in the first instance.
- Carry out any actions they have agreed to as part of the implementation of the health care plan, e.g. provide medicines and equipment, and ensure they or another nominated adult are contactable at all times in the event of an emergency or illness.
- Understand that once the medical healthcare plan is implemented no changes, amendments or deviations can be made by the parent without the confirmation or agreement of the Headteacher.

Medical Healthcare plans - MHCP

Newington Community Primary keeps year group records of pupils with medical conditions to identify and safeguard these pupils. Medical Healthcare plans for complex or severe medical conditions are created and implemented by the medical officer or Assistant Headteacher/SENCO as agreed by the Headteacher to meet the needs of these pupils.

These are reviewed mid school year and updated annually or if changes or amendments are needed.

- When the school is notified or a medical condition or need is identified that a pupil has a medical condition, either by the parent, school nursing team, healthcare professionals, G.P. or hospital then a healthcare or medical healthcare plan may be needed.
- The Assistant Headteacher/SENCO and medical officer are responsible for drafting individual healthcare or medical healthcare plans for school implementation with the agreement of the Headteacher.
- Not all pupils with a medical condition will require an MHCP. It will be agreed with a healthcare professional and the parents when an MHCP would be inappropriate or disproportionate. This will be based on evidence. If there is no consensus, the Headteacher will make the final decision.
- The school recognises that needs are specific to an individual pupil, with a medical condition who may require an individual healthcare plan and as such all plans are catered specifically to the individual child in order to meet their medical care needs in school.
- If a pupil has special educational needs or disabilities (SEND), these needs should be made clear in the individual medical healthcare plan (MHCP) and linked to their SEN or Education, Health and Care (EHCP) plan if they have one. The SENCO and medical officer will work closely to ensure all needs are met.
- The format of an individual medical healthcare plan may vary according to the nature and severity of the medical condition. This may range from a school asthma card, to a more detailed individual medical healthcare plan as appropriate. All individual healthcare or medical healthcare plans include the fields set out in the 'Health Care Guidance for Kent schools' and are incorporated into Newington Community Primary school version.
- All pupils with a medical condition will require a meeting to discuss the individual medical healthcare plan with the medical officer or SENCO. For more severe/complex conditions, an additional meeting between relevant school staff (including those who will be providing support to the pupil) and the parent/carer will normally be required to complete the individual medical healthcare plan, and may also involve health professionals or specialist teachers. For more severe and/or complex medical conditions, the individual medical healthcare plan should also include an individual risk assessment and an assessment of how the condition may impact on the child's learning, behaviour, performance and wellbeing, and plans to mitigate these risks and minimise disruption and agreed by the Headteacher before implementing.
- Individual asthma plans recommended by 'Asthma UK' are used at Newington Community Primary School and completed by the parents, G.P. or asthma nurse these are updated as and when new medications are introduced. Copies are kept on file in the medical room with the original copy kept in class with the pupil.
- Medications needed for individual pupils will follow procedures set out in the managing medicines policy and will be included in all medical healthcare plans.
- Creating and implementing individual pupils' health or medical care plans are the responsibility of the medical officer or Assistant Headteacher/SENCO as agreed by the Headteacher. Once completed and ratified they will then be agreed to and signed off by parents and staff working with the named pupil.
- The school listens to the views of parents, carers and pupils, ensuring that pupils with medical conditions feel safe at school and confident in receiving an appropriate level of care that meets their medical needs.
- A copy of the individual medical healthcare plan is maintained and updated by the medical officer and is easily accessible to staff who need to refer to it, while also preserving confidentiality in line with the General Data Protection Regulation.

Physical Education and other sporting activities

- The school places great importance on all pupils taking part in physical activity and ensures that staff make reasonable adjustments so that sessions are accessible to all pupils. This includes school clubs and team sports. Pupils with medical conditions are actively encouraged to take part in these.

- All relevant staff know that pupils should not be forced to take part in activities when they are unwell. They are aware of pupils who have been advised to avoid particular activities or who should take special precautions during an activity in order to stay well.
- We ensure pupils with medical conditions have any necessary support, medication, equipment and/or food with them during physical activity.
- Our PE/sports staff are first aid trained and know what action to take in an emergency, including any individual emergency instructions in a child's MHCP or health risk assessment.

Unacceptable practice

- Assume that every pupil with the same condition requires the same treatment
- Ignore the views of the pupil or their parents.
- Ignore medical evidence, advice, direction or opinion (although this may be challenged)
- Deviate, change or amend the medical health care plan at any time.
- Send children with medical conditions home frequently for reasons associated with their medical condition/disability or prevent them from staying for normal school activities, including lunch and PE unless this is specified in their individual medical healthcare plan.
- If the pupil becomes ill, send them to the school office or medical room unaccompanied.
- Penalise pupils for their attendance record if their absences are related to their medical condition, e.g. hospital appointments.
- Prevent pupils from drinking, eating or taking toilet or other breaks whenever they need to in order to manage their medical condition effectively
- Require parents, or otherwise make them feel obliged, to attend school to administer medication or provide medical support to their pupil, including with toileting issues. No parent should have to give up working because the school is failing to support their child's medical needs.
- Prevent pupils from participating in clubs, discos or other activities or create unnecessary barriers to pupils participating in any aspect of school life. These include school trips, e.g. by preventing a child from attending unless detrimental to their health.

Admissions

Newington Community Primary school has procedures in place in the event of a medical emergency involving a pupil with complex medical needs. These are outlined on health and medical care plans, with risk assessments in place for medical conditions ranging from severe epilepsy, haemophilia, gastrostomy tubes, severe asthma and diabetes.

We will always endeavour that no child with a medical condition is denied admission, or prevented from taking up a place in school because arrangements for their medical condition have not been made.

However, in line with safeguarding duties, we will ensure that a pupils' health is not put at unnecessary risk from, for example, communicable and common childhood infectious diseases, and we will raise concerns with the appropriate parties should a risk assessment deem that the admittance of a child would be detrimental to the health of that child or others to do so.

Medical Emergencies

As a school:

- We recognise that the duties of schools in the Children and Families Act (2014) and the Equality Act (2010) relating to children with disabilities and/or medical conditions are anticipatory. This means that we must try to foresee likely obstacles relating to medical conditions/disabilities and make plans for individual children so that they are not excluded or otherwise treated unfairly.
- No child with a medical condition will be sent home more than necessary, or excluded from activities or lessons or other school activity because reasonable adjustments have not been made. Any routine or foreseeable exclusion from activities or facilities that cannot be resolved after reasonable adjustments will be specified in the child's MHCP in consultation with the Assistant Headteacher/SENCO.
- Follow emergency protocols agreed to and set out in the individuals' health or medical care plan or as directed to by a paediatric nurse caring for a child with a severe complex medical need in school.
- If a pupil needs to be taken to hospital, an appropriate member of staff will stay with the pupil until the parent arrives, or if the need arises or directed by SLT accompany the pupil to hospital by ambulance and arrange handover to parent on arrival at the hospital.
- Complete a personal risk assessment to determine the risks and controls required for pupils with severe/complex or potentially life-threatening health conditions with a paediatric 1:1 nurse or SEN need that require an emergency action plan in school they will be completed by the Assistant Headteacher/SENCO and Medical Officer in agreement with the Headteacher.
- Will ensure that there are sufficient numbers of staff trained to support pupils with specific medical conditions or need, taking into account staff absences, staff turnover and other contingencies, in order for the pupil to attend school as usual.
- Where a child is returning to school following a period of hospital admission or alternative provision (including home tuition), due to illness, side effects of treatment or recovery, the school will work with the local authority, educational provider and specialist teachers to ensure that the child receives the support they need to reintegrate effectively. This may include updating their individual medical healthcare plan where necessary.

Complaints

Any issues or concerns regarding the management, treatment or care of a pupil at Newington Community Primary School, is taken seriously and should be reported to the Headteacher in the first instance.

As a school

- We will deal with your concern or complaint in a professional manner.
- It will be looked into thoroughly, fairly and as quickly as possible.
- We will keep you up-to-date with what we are doing.
- We will apologise if the school has made a mistake.
- We will tell you what we are going to do to put things right.

Insurance

The Headteacher and governing board will ensure that the appropriate level of insurance including enhanced insurance in consultation with KCC is in place. This covers staff completing medical procedures and support,

Ambition, Achievement, Aspiration

as well as covering named and trained staff in administering medications, it will appropriately reflect the school's level of risk in line with the school's duty of care needs.

Monitoring and Review

This policy will be reviewed annually or changed if legislation or school guidelines change by Rebecca Heaton and Sharon Robb in conjunction with the Headteacher and school Governors with any changes made to this policy communicated to all members of staff.

This Supporting Pupils with Medical Conditions Policy is linked to:

- Health and Safety policy
- Risk Assessment policy
- First Aid policy
- Managing Medicines policy
- SEND Policy and Information Report
- PEEP Policy

For full details of the Newington Community Primary School's privacy notice and compliance with GDPR regulations, please navigate to: www.newington-ramsgate.org.uk