



# **SUPPORTING PUPILS WITH MEDICAL NEEDS**

**2021**

*Rodmarton Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share the same commitment. All staff and volunteers are subject to an enhanced DBS check.*

*Please refer to the school's Child Protection Policy for more information*

*We have carefully considered and analysed the impact of this policy on equality and the possible implications for pupils with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.'*

Agreed by Governors: May 2021

Supporting Children with Medical Needs May 2021  
2024

Review: Summer

Review Date: Summer Term 2024

*“Section 100 of the Children and Families Act 2014 places a duty on governing bodies of maintained schools, proprietors or academies and management committees of PRUs to make arrangements for supporting pupils at their school with medical conditions.”*

At Rodmarton Primary School we recognise that pupils at our school with medical conditions should be properly supported so that they can have full access to education, including school trips and physical education.

In order to ensure this is always achieved school will:-

- ❖ Ensure staff are aware of needs of pupils
- ❖ Provide access to correct training of staff where required
- ❖ Ensure cover arrangements are always in place
- ❖ Brief all supply teachers
- ❖ Administer medication – with appropriate training and written authority from parents
- ❖ Draw up Individual Health Care plans with pupil, parents and other healthcare professionals
- ❖ Fully involve pupil with IHC plan & how they wish to be treated
- ❖ Ensure all IHC plans are kept up to date at all times
- ❖ Ensure all training is ongoing and kept up to date
- ❖ Ensure all risk assessments have all the correct information included
- ❖ School to keep a spare Ventalin Inhaler in the school office for general use in an emergency situation
- ❖ All children where appropriate should carry their medication or have easy access to it (i.e. classroom)
- ❖ All staff be made aware of emergency procedures

The school governor responsible for SEN will ensure arrangements are in place and are being monitored on a regular basis.

The school Office Administrator will be responsible for keeping all training of staff current, all IHC plans up to date and keep accurate records of all medicines administered in school.

All of the above will be done in a professional & confidential manner with the child remaining the focus of all decisions that are made.

Staff will be supported by being given the correct training from relevant professionals and if required the relevant support agencies.

### **Model process for developing Individual Health Care plans**

Parent or healthcare professional informs school that child has been newly diagnosed, or is due to attend new school, or is due to return to school after a long-term absence, or that needs have changed

School Office Administrator to whom this has been delegated, co-ordinates meeting to discuss child's medical support needs and identifies member of school staff who will provide main support to pupil

Meeting to discuss and agree on need for IHCP to include key school staff, child, parent, relevant healthcare professional and other medical/health clinician as appropriate (or to consider written evidence provided by them)

Develop IHCP in partnership – agree who leads on writing it. Input from healthcare professional must be provided

School staff training needs identified

Healthcare professional commissions/delivers training and staff signed-off as competent – review date agreed

IHCP implemented and circulated to all relevant staff

IHCP reviewed annually or when condition changes. Parent or healthcare professional to initiate.

## Individual Healthcare Plan

<b>Child's Details:</b> Name: DOB: Address:	<b>Main Parental Contact:</b> Name: Address:  Contact Telephone Numbers: Mobile: Home: Work:
<b>Condition(s):</b>	<b>Allergies:</b>
<b>Essential Information concerning child:</b>	
<b>Family Contact information:</b>	
<b>Child's Nurse</b>	
<b>Child's Keyworker:</b>	
<b>Consultant Pediatrician:</b>	
<b>GP:</b>	
<b>Class Teacher:</b>	
<b>School Nurse/Health Visitor:</b>	
<b>SEND Co-coordinator:</b>	
<b>Other teaching staff:</b>	

<b>Other non-teaching staff:</b>	
<b>Headteacher:</b>	

<b>Daily Regime:</b>
<b>Medication(s):</b>
<b>Treatment</b>
<b>Misc.</b>

Signed..... Child Signed ..... Parent

Signed .....Office Administrator(Coordinator)

Signed.....Healthcare Professional Signed..... Class Teacher