



Supporting Pupils with Medical Conditions

Approved by Governors: **October 2024**

Review Period: **1 year**

Review by: **October 2025**

Aim

This policy ensures 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. These normally fall under the following 2 categories:

- Short-term - affecting their participation in school activities whilst they are on a course of medication or treatment.
- Long-term - potentially limiting their access to education and requiring the provision of extra care and support.

Statutory Duty

The statutory guidance, “Supporting Pupils at School with Medical Conditions – December 2015”, places a duty on a Board of Trustees to ensure arrangements are in place in schools to support pupils at school with medical conditions.

In the case of pupils with special medical needs, the Penk Valley Academy Trust ensures that safety measures cover the needs of all pupils at each of its’ schools.

The Rural Enterprise Academy is responsible for ensuring that relevant staff know about and are trained to provide any additional support these pupils may need. Some children with medical conditions may also be disabled. Where this is the case, the schools ensure that their procedures are robust to support the Board of Trustees in complying with their duties under the Equality Act 2010

Pupils with special medical needs have the same right of admission to school as other children and cannot be refused admission or excluded from school on medical grounds alone. Teachers and other school staff in charge of pupils have a common law duty to act ‘in loco parentis’ (in the place of a parent) and may need to take swift action and without the agreement of a parent in any emergency. This duty also extends to teachers leading activities taking place off the school site. This could extend to a need to administer medicine.

Special educational needs and disability (SEND) code of practice highlights the duties of local authorities, schools and colleges to provide for those with special educational needs under part 3 of the Children and Families Act 2014. For pupils who have medical conditions that require an Educational Health Care Plan (EHCP), in order to comply with the SEND code of practice, schools will ensure compliance with this guidance with respect to those children.

Arrangements

The Rural Enterprise Academy aims to:

- assist parents in providing medical care for their children
- ensure that parents, carers and their children feel confident in the school's ability to provide effective support of the medical condition
- liaise, as necessary, with medical and other support services, in support of the individual pupil
- ensure access to full education, as far as is possible
- monitor and keep appropriate records, including individual healthcare plans, as required
- provide emotional and pastoral support to a child, as needed, to promote learning, self-confidence and self-care
- provide support with planned re-integration into school after a long-term absence
- ensure that all staff understand that some medical conditions will affect the quality of life of a child and may be life-threatening, so the focus should be on the needs of each individual and how their medical condition impacts on their school life.

Entitlement

The Rural Enterprise Academy accepts that pupils with medical needs should, where this is possible, be assisted in accessing their right to the full education available to other pupils.

The Rural Enterprise Academy believes that pupils with medical needs should be supported in achieving full and regular attendance, as far as possible, and to receive the necessary proper care and support.

Some children may have special education needs (SEND) and may have an Education, Health and Care Plan (EHCP) which brings together health and social care needs, as well as their special education provision. For children with SEND, this policy should be followed in conjunction with the SEND Code of Practice. If a child is SEND but does not have an EHCP, their special educational needs should be stated on their individual healthcare plan.

The Rural Enterprise Academy accepts that all employees have a duty in relation to supporting pupils with medical needs, although they must:

- receive appropriate training
- work to clear guidelines
- seek advice relating to any concerns about legal liability
- bring to the attention of senior leadership any concern or matter relating to supporting pupils with medical needs
- be compliant in relation to the safeguarding of all pupils

Expectations

The Rural Enterprise Academy has the following expectations on parents/carers:

- parents/carers will be expected to co-operate in training children to self-administer medication – where age appropriate (under the supervision of a member of staff), and that members of staff will only be asked to be involved in administering the medication if there is no alternative;
- where parents/carers have asked the school to administer the medication for their child, the prescription medication, dosage regime, along with instructions for administration and storage advise, should be typed or printed clearly on the outside of all medication containers.
- It is the responsibility of parents/carers to ensure that the school has 'in date' medicines in enough supply to support their child's needs. These will be stored in the school office/refrigeration area.
- No medication is held by individual pupils on school premises. All students access medication via the school office. This includes inhalers and diabetic medication. Pupils can obtain their medication from the school office prior to activities such as PE if required.
- The name of the pharmacist should be visible on the information/labelling. Information on labels must never be altered in any way and will not be accepted by school if they have been amended.
- Any medication not presented properly will not be accepted by school staff.
- All medicines brought in to be administered, must be recorded. The record should be in ink and must show the:
 - Name of the young person for whom medication is prescribed.
 - Date of receipt of the medication by office staff.
 - Name and strength of the medicine.
 - Quantity of medicine received (if applicable).
 - The dosage required to be administered
 - The time of the required dose
 - Expiry date of medicines and any special warnings or precautions
 - Signature of the employees receiving the medicines
 - Where consent from parents/carers is also being sought at the same time, the record should also include the signature of the parent or carer.
- 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, as necessary, and in the interests of the pupil.
- the school will ensure that transitional arrangements are put in place for when a child moves school.

Complaints Procedure

The Penk Valley Academy Trust operates a Complaints Procedure: should parents or carers have a serious concern, this should be raised, in the first instance, with a senior member of staff at the school. The complaints procedure is available on the school website.

Staff responsibilities

Responsibility	Member of Staff
Overall Responsibility	Headteacher – Alice Corrigan
Health and Safety Officer	Facilities Manager – Gemma Handley
Routine Health and Safety Support	Office Manger – Caroline Perry
Designated First Aid Oversight	Curriculum Leader for STEM – Richard Edwards
Designated First Aid Officers	Sophie McVicar Andy Sedgwick Luke Smith Kelly Moore Rachel Porter
SENDCO	Karen Fiddler
EHCP	SENCO – Karen Fiddler
Individual Risk Assessments	SENCO – Karen Fiddler
SIMS information up to date	Admin Office
Liaising with external agencies	DSL – Alice Corrigan AHT Pupil Support – Natalie Bragoli SENCO – Karen Fiddler
Briefing supply staff on medical conditions	Deputy Headteacher – Jon Attwood

Policy Review

This policy will be reviewed every year, or before if deemed necessary, by the Board of Trustees.