



## **Pupils with Medical Conditions Policy**

### **Introduction**

Our Mission is to develop the whole person in a Catholic learning community, to provide a loving Christian environment and to strive for excellence, equality, justice and fairness.

### **Scope of the Policy:**

St Bernadette Catholic Secondary School is an inclusive community that welcomes and supports pupils with medical conditions. This school provides all pupils with any medical condition the same opportunities as others at school and will make reasonable adjustments to accommodate any needs that pupils possess.

### **We will help to ensure they can:**

- be healthy;
- stay safe;
- enjoy and achieve;
- make a positive contribution;
- achieve economic wellbeing once they leave school.

The school will ensure that staff understand their duty of care to pupils in the event of an emergency. Staff will be updated and trained on the medical conditions pupils have in the school and the likely impact on their wellbeing and progress.

### **Policy Framework:**

1. The school is an inclusive community that supports and welcomes pupils with medical conditions.
  - The same opportunities will be made available to all pupils;
  - The views of pupils and parents will be sought in how to best manage pupils medical conditions;
  - The level of care pupils receive will meet their needs;
  - Staff will be informed of how each individual's medical condition may adversely affect their quality of life and their ability to learn;
  - All staff will understand their duty of care and what to do in an emergency;
  - The medical conditions policy is drawn up in consultation with stakeholders both in the school and in health settings;
  - A clear communications plan will be implemented for the benefit of pupils, parents and other stakeholders;
  - Individual Healthcare Plans (IHP) will be implemented where necessary in agreement with pupils and parents and health care professionals.
2. The school will ensure that all staff are trained in dealing with an emergency for pupils with medical conditions.
  - All school staff will be made aware of medical conditions of pupils and understand their duty of care in an emergency;
  - Staff will receive training in what to do in a medical emergency and this will be refreshed annually;
  - The IHP will record what actions should be taken in an emergency and parental permission for sharing this with emergency medical staff will be given.
3. The school will ensure that staff are trained in the school's general emergency procedures.
  - All staff will know what to do in a general emergency and this will be updated annually;



- If a pupil is taken to hospital whilst in the care of the school a member of staff that is known to the pupil will accompany them in an ambulance. A staff members own transport will not be used.
4. The school has clear guidance and relevant staff have received training in administering medication at school.
- The IHP will be followed to ensure correct care and medication is given;
  - There will be more than one member of staff trained in administering medication for an individual pupil;
  - The school will not give medication prescribed or not prescribed without a parent’s written consent except in exceptional circumstances, and every effort will be made to encourage the pupil to involve the parent, whilst respecting their confidentiality;
  - For any medication i.e. pain relief the school will check the maximum dosage; when the previous dose was given and any other restrictions that might apply. The school will not give aspirin to a pupil under 16 years of age unless prescribed by a doctor;
  - Accompanying staff on day and residential trips will include at least one trained member of staff in the relevant medical conditions;
  - Parents will let the school know immediately if their child’s needs change;
  - If a pupil misuses their medication or anyone else’s their parent will be informed as soon as possible and the school’s disciplinary procedure will be followed.
  - Medicines will only be administered if in date, labelled and in their original packaging.
5. The school has clear guidance on the storage of medication and equipment in school.
- The school will ensure that all staff understand what constitutes an emergency for each pupil with a medical condition and will ensure any necessary medication or equipment is readily available;
  - Pupils may carry their own medication or equipment of competent;
  - Pupils can carry controlled drugs if competent;
  - The school will store medication and equipment that is in date, stored in its original container where possible and in accordance with its instructions.
6. The school has clear guidance on record keeping
- Parents will be asked at enrolment if their child has any medical conditions;
  - The IHP will be developed with the pupil, parent and medical professional as well as a school representative;
  - The IHPs will be kept centrally and shared with staff as appropriate;
  - IHPs will be reviewed at least once a year;
  - The school will ensure confidentiality of the pupil;
  - The school will seek permission from parents before sharing any medical information with any other party;
  - On any residential trip the IHP will be taken and referred to.
7. The school environment:
- The school is committed to providing a physical environment accessible to pupils with medical conditions;
  - The school ensures that the needs of pupils with medical conditions are adequately considered to ensure their involvement in structured and unstructured activities, extra-curricular activities and residential visits;
  - Staff are aware of potential social problems pupils with medical conditions can face and this is addressed in the anti-bullying procedure;
  - Physical activity is open to all pupils;



- Pupils who are unwell or cannot take part in a physical activity will not be forced to;
- The school will not penalise a pupil for poor attendance due to their medical condition;
- The school will provide interventions and support where a pupil’s learning is declining due to their medical condition;
- Pupils may be trained where appropriate what to do in a medical emergency;
- There will be a suitable risk assessment in school and for out of school activities;
- The school will try to eliminate any common triggers that can make medical conditions worse;
- If a child is returning from hospital education, home tuition or similar the pupil will be provided with extra support to make the reintegration effective;
- Each member of the school community will be aware of their role and responsibilities in relation to pupils with medical conditions.
- The school has a defibrillator which staff have been trained in using and paramedics will be made aware of should it be needed.
- The Headteacher will delegate the review of these arrangements to a member of the school leadership team on an annual basis.
- Where it is suspected that a pupil has a medical condition but has not yet received a formal diagnosis, arrangements will be put in place in agreement with the parents and pupil to meet their need. Further adjustments may be made on receipt of a formal diagnosis. Medical evidence to be provided by the parents as soon as it is available.
- Any IHP that needs to be drafted and implemented would normally be agreed with the ACCO, parents, pupil and medical professionals.
- Any IHP may include transition arrangements when returning from a hospital stay; prolonged absence or when starting at the school.
- If a pupil refuses to follow their plan or take medication prescribed then parents will be informed at the earliest opportunity and an agreed course of action followed.

The policy will be reviewed annually or more often if staff turnover makes it necessary  
Next review: October 2018 or sooner