



Liden Academy
Supporting Pupils with
Medical Needs Policy

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Supporting Pupils with Medical Needs Policy 2023-24

Supporting Pupils with Medical Needs

Definition

Pupils' medical needs may be broadly summarised as being two types:

- (a) Short-term, affecting their participation in school activities whilst they are on a course of medication
- (b) Long-term, potentially limiting their access to education and requiring extra care and support (deemed special medical needs)

Rationale

Schools have a responsibility for the health and safety of pupils in their care. The Health and Safety at Work Act 1974 makes employers responsible for the health and safety of employees and anyone else on the premises. In the case of pupils with special medical needs, it is the responsibility of the employers to make sure that safety measures cover the needs of all pupils at the school. This may mean making special arrangements for particular pupils who may be more at risk than their peers. Individual procedures may be required. The employer is responsible for making sure that relevant staff know about and are, if necessary, trained to provide any additional support these pupils may need.

The Children and Families Act 2014, from September 2014, places a duty on schools to make arrangements for children with medical conditions; 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 and may need to take swift action in an emergency. This duty also extends to teachers leading activities taking place off the school site. This could extend to a need to administer medicine.

Medical Needs Register

A medical register is kept on our electronic data system Bromcom and is compiled from data supplied by parents/guardians. It is very important that all information is shared with us in the interests of the child.

Medical Inspections

There are times when children are seen by the school nurse team. Permission will be requested from parents/carers before a child is seen.

Administration of Medicine

Where parents have asked the school to administer medication for their child, the medication must be provided in its original container with the prescription and dosage regime typed or printed clearly on the outside. The name of the pharmacist should be visible. Any medications not presented properly will not be accepted by school staff. Pupils should not bring in their own medicine. It should be brought into school by the parent and a medicine administration form should be completed at the school office. Staff 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. The school will liaise with the School Nursing 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 staff e.g. headache tablets, inhalers for personal use should be stored in an appropriate place and kept out of reach of the pupils. Any staff medicine is the responsibility of the individual concerned and not the school.

Individual Health Care Plans (IHCP)

The main purpose of an IHCP is to identify the level of support that is needed at school for an individual child. The IHCP clarifies for staff, parents/carers and the child the help the school/centre can provide and receive. These plans will be reviewed annually as a minimum, or more frequently at the request of parents/carers or the school, or as required.

An IHCP will include:

- Details of the child's condition
- What constitutes an emergency
- What action to take in an emergency
- What not to do in the event of an emergency
- Who to contact in an emergency
- The role of staff
- Special requirements e.g. dietary needs, pre-activity precautions
- Side effects of medicines

A copy will be given to parents/carers, class teachers/nursery staff and a copy will be retained in the medical needs file in the Vice Principal's office. All trained staff will ensure they are aware of the protocols and procedures for specific pupils in school through attending training provided and reading care plans devised for individual pupils. Pupils will not be able to carry any medication with the exception of inhalers for asthma control, or care plan specified medication. No pupil is allowed to have any non-prescription drugs in school; this is to ensure that no pupil unwittingly or otherwise gives another pupil his or her medication. Pupils with a prescription inhaler for asthma should carry it with them at all times if moving around school or it should be stored in their classroom if in class.

Other Support Outside agencies such as:

- School Nursing Service
- Medical specialists relating to pupil
- Social Care
- Educational Psychology Team ·

The above agencies will be regularly contacted to support and advise school in the devising and management of this policy. If your child is about to enter Liden Academy and has a significant health issue, please ensure you let us know prior to the child's official start date. It is essential that we train staff for all eventualities. A child cannot be admitted until the Care Plan is in place.