



ABBEY PARK SCHOOL

Supporting Students with Medical Conditions

Support Students with Medical Conditions
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Introduction

Abbey Park School wishes to ensure that students with medical conditions receive appropriate care and support at school. This policy has been developed in line with the Department for Education's statutory guidance released in December 2015 – "supporting students at school with medical conditions". It places a clear emphasis on meeting the needs of students with SEN and Disabilities and this includes children with medical conditions.

Aims

As a school we aim to ensure that students with medical needs receive proper care and support at school and to enable students, parents and staff to feel confident that the student is able to integrate and achieve as far as possible within "normal school life".

It is the parent/carer's responsibility:

- to keep a child at home when acutely unwell.
- to inform the school of any on-going medical condition or if a medical condition develops.

This should be done in writing using Medical update forms.

Key roles and responsibilities

The Local Authority (LA) is responsible for:

- Promoting cooperation between relevant partners and stakeholders regarding supporting students with medical conditions.
- Providing support, advice and guidance to schools and their staff.
- Making alternative arrangements for the education of students who need to be out of school for fifteen days or more due to a medical condition.

The Governing Body is responsible for:

- The overall implementation of the Supporting Students with Medical Conditions Policy and Ensuring that this policy, as written, does not discriminate on any grounds including, but not limited to: ethnicity/national origin, culture, religion, gender, disability or sexual orientation.
- Handling complaints regarding this policy as outlined in the school's Complaints Policy.
Ensuring that all students with medical conditions are able to participate fully in all aspects of school life.
- Ensuring that relevant training provided by the LA is delivered to staff members who take on responsibility to support children with medical conditions.

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- Guaranteeing that information and teaching support materials regarding supporting students with medical conditions are available to members of staff with responsibilities under this policy.
- Are aware that written records will kept in school in a locked cabinet of any and all medicines administered to individual students and across the school population.
- Ensuring that the level of insurance in place reflects the level of risk.

The Headteacher is responsible for:

- The day-to-day implementation and management of this policy. Ensuring the policy is developed effectively with partner agencies.
- Making staff aware of this policy.
- Liaising with healthcare professionals regarding the training required for staff.
- Making staff who need to know aware of a child's medical condition. Developing Individual Healthcare Plans (IHCPs).
- Ensuring a sufficient number of trained members of staff are available to implement the policy and deliver IHCPs in normal, contingency and emergency situations.
- If necessary, facilitating the recruitment of a member of staff for the purpose of delivering the promises made in this policy.
- Ensuring the correct level of insurance is in place for teachers who support students in line with this policy.
- Contacting the school nursing service in the case of any child who has a medical condition.

All of the responsibilities above are delegated to identified staff.

Staff members are responsible for:

- Taking appropriate steps to support children with medical conditions.
- Where necessary, making reasonable adjustments to include students with medical conditions into lessons.
- Administering medication, if they have agreed to undertake that responsibility.
- Undertaking training to achieve the necessary competency for supporting students with medical conditions, if they have agreed to undertake that responsibility.
- Familiarising themselves with procedures detailing how to respond when they become aware that a student with a medical condition needs help.
- Staff are not responsible for administering injections with the exception of trained staff in the case of EpiPens and insulin.

The First Aider is responsible for:

- Notifying the school when a child has been identified with requiring support in school due to a medical condition.
Liaising locally with the School Nurse through the Local Authority on appropriate support.

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Parents and carers are responsible for:

- Keeping the school informed about any changes to their child/children's health.
- Completing a parental agreement for school to administer medicine form before bringing medication into school.
- Providing the school with the medication their child requires and keeping it up to date. Students must have an IHCP for long term storage (over 4 weeks).
- Collecting any leftover medicine at the end of the course or year.
- Discussing medications with their child/children prior to requesting that a staff member administers the medication.
- Where necessary, developing an IHCP for their child in collaboration with the Principal, other staff members and healthcare professionals.

Definitions

□ "Medication" is defined as any prescribed or over the counter medicine. □

"Prescription medication" is defined as any drug or device prescribed by a doctor. □

A "staff member" is defined as any member of staff employed at Abbey Park School, including teachers.

The role of the student

- Students who are competent will be encouraged to take responsibility for managing their own medicines and procedures.
- Where appropriate, students will be allowed to carry their own medicines and devices. Where this is not possible, their medicines will be located in an easily accessible location within the First Aid room.
- If students refuse to take medication or to carry out a necessary procedure, parents will be informed so that alternative options can be explored.
- Where appropriate, students will be encouraged to take their own medication under the supervision of staff.
- Students are not allowed to telephone home themselves if they feel unwell. A record is kept of students who are sent home so that we can monitor the situation and minimise the possible loss of lesson time.

Individual Healthcare Plans (IHCPs)

Where necessary, an IHCP will be developed in collaboration with the student, parents/carers, Lead First Aider and medical professionals.

Appendices for dealing with medical issues in school and actions taken

See appendices for the following Guidance



Appendix A: Asthma Policy

Avoiding unacceptable practice

Abbey Park School; understands that the following behaviour is unacceptable:

Creating barriers to children participating in school life, including school trips.

- Assuming that students with the same condition require the same treatment.
- Take into account the views of the student and/or their parents.
- Ignoring medical evidence or opinion.
- Sending students home frequently or preventing them from taking part in activities at school
- Sending the student to the First Aid Room alone if they become ill.
- Refusing to allow students to eat, drink or use the toilet when they need to in order to manage their condition.
- Penalising students with medical conditions for their attendance record where the absences relate to their condition and are supported by medical evidence.
- Making parents feel obliged or forcing parents to attend school to administer medication or provide medical support, including toilet issues.

Insurance Teachers who undertake responsibilities within this policy are covered by the school's insurance.

Full written insurance policy documents are available to be viewed by members of staff who are providing support to students with medical conditions. Those who wish to see the documents should contact the Operations Manager.

Complaints

Details of how to make a complaint can be found in the Complaints Policy.



Appendix A

Asthma Policy

Introduction

The purpose of this guidance is to provide practical information and advice to support the Management of asthma at Abbey Park School.

The major principle underlying the policy is immediate access for all children to reliever medication.

Every asthmatic child should carry their own workable inhaler, wherever possible, both in school in Physical Education lessons and on school trips.

From the 1st October 2014 the Human Medicine (Amendment) (No.2) Regulations 2014 will allow schools to keep a salbutamol inhaler for use in emergencies.

The emergency salbutamol inhaler should only be used by children, for whom written parental consent for use of the emergency inhaler has been given and who have either been diagnosed with asthma and prescribed an inhaler, or who have been prescribed an inhaler as reliever medication

THIS POLICY REFERS ONLY TO RELIEVERS.

1.0 All children who need their relievers should have them in school and readily available at all times. For all children in secondary schools, the child must carry their reliever inhaler with them at all times. The administration of the reliever to children should be on their own perception of whether or not they need it.

1.1 For all school children, it is recommended that an agreement between parents and schools be drawn up and signed so that the parents are fully informed of the school policy on the management of asthma in the classroom for their child.

1.2 For a child who has used the emergency reliever held in school. This should be noted on SIMS, under medical events that the emergency salbutamol inhaler has been given. The staff member attending to the student should note their name, time it was given and how many puffs used and if any further action was required.

1.3 It remains the responsibility of the parent to seek medical attention and to liaise with the school on the frequency with which inhalers are taken

2. Access to Reliever Medication

1. Asthmatic children must have immediate access to reliever inhalers at all times. If theirs is missing/damaged or lost, then the emergency salbutamol inhaler is used.
2. Students should all carry their own devices and self-administer their reliever medication.
3. All staff must know where the emergency reliever devices are kept.
4. Trained first aiders will access the emergency inhaler for the student to use and monitor them administering this via the spacer.

3. Information to parents and guardians and carers

As part of the school policy it is proposed that all parents are made aware of how the school will manage a child who has symptoms due to their asthma whilst they are in school. All parents of children who have been diagnosed with asthma entering the school will receive a routine emergency salbutamol inhaler relief consent form, parents will be asked to sign this, and this will be kept in first aid along with the emergency inhalers and Asthma Register.

History of Reviews and Adjustments

The following is a list of all adjustments and reviews of the document. Dates are in reverse chronological order

Date	Description	Approved
05/07/2016	Changes made as per Welfare Committee on the 01/07/2016	
01/07/2016	Submitted for approval from the Welfare Committee	Approved subject to changes
22/6/2016	Original Document Created	