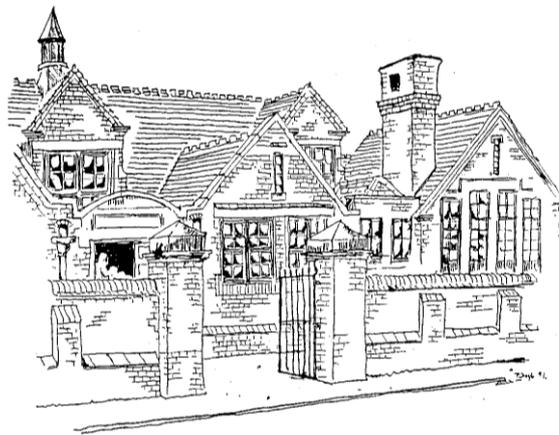


Netherfield Primary & Pre-School

Medical Conditions Policy

January 2017



Medical Conditions Policy

Netherfield Primary and Pre-School is an inclusive school that welcomes and supports pupils with medical conditions. This school ensures that pupils with medical conditions have access to the same opportunities as others at school.

All staff receive the relevant training and information to enable them to understand their duty of care to children and young people in the event of a medical emergency (see also the First Aid Policy). As a result, staff feel confident in knowing what to do in an emergency and understand the importance of medication and care being taken as directed by healthcare professionals and parents.

Confidential information relating to the specific medical conditions that affect individual pupils are shared with relevant members of staff who receive training on the impact medical conditions can have on pupils. The named members of staff responsible for this medical policy and its implementation are: Lesley Balfe (Home School Liaison Officer) and Rowan Carr (SENCO).

The Headteacher, Mr Peter Hardern has the overall responsibility to oversee the implementation of this policy.

How can school meet the needs of children with long-term medical conditions?

Netherfield's inclusive provision enables children with medical conditions to experience the same opportunities and access to activities, both school based and out-of-school, as other pupils. No child will be denied admission or prevented from taking up a place in this school because arrangements for their medical condition have not been made.

This Medical Conditions Policy is supported by the First Aid Policy and SEND Policy.

Guidance on Individual Care Plans

All children with a medical condition should have an Individual Care Plan. A care plan details exactly what care a child needs in school, when they need it and who is going to give it. This should be drawn up with input from the child (if appropriate) their parent/carer, relevant school staff and healthcare professionals, ideally a specialist if the child has one.

All staff understand and are trained in what to do in an emergency for children with medical conditions in school. All school staff, including temporary or supply staff, are aware of the medical conditions at this school and understand their duty of care to pupils in an emergency. Staff receive training on what to do in an emergency and this is refreshed on an annual basis.

A child's Care Plan should detail what help they may need in an emergency.

If there is a medical emergency the child's parent will be contacted. If the pupil needs to attend hospital and the parent is unavailable, a member of staff (preferably known to the pupil) will stay with them until a parent arrives. If required, a member of staff may accompany a child taken to hospital by ambulance, they will not take pupils to hospital in their own car. (Please refer to the First Aid Policy)

Guidance on providing care and support and administering medication at school (Refer also to First Aid Policy).

Netherfield Primary School leadership team will make sure that there is more than one member of staff who has been trained to administer the medication and meet the care needs of an individual child. The school's leadership team will also ensure that there are sufficient numbers of staff trained to cover any absences, staff turnover and other contingencies. The school's governing body has made sure that there is the appropriate level of insurance and liability cover in place.

The school's leadership team will make sure that a trained member of staff is available to accompany a pupil with a medical condition on an off-site visit, including overnight stays.

Parents at this school understand that they should let the school know immediately if their child's needs change.

Guidance on the storage of medication and equipment at school.

Relevant staff are provide with the relevant information to help staff to understand what constitutes an emergency for an individual child and to make sure that emergency medication/equipment is readily available/accessible wherever the child is in the school and/or on off-site activities. Pupils may carry their emergency medication with them if they wish/this is appropriate or they should know exactly where to access it.

Staff at Netherfield Primary School will store medication that is in date and labelled in its original container where possible, in accordance with its instructions. The exception to this is insulin, which though must be still in date, will generally be supplied in an insulin injector pen or a pump. Parents are asked to collect all medications/equipment at the end of the school term, and to provide new and in-date medication at the start of each term.

The school staff dispose of needles and other sharps in line with local policies. Sharps boxes are kept securely at school and will accompany a child on off-site visits. Sharps boxes are collected and disposed of in line with local authority procedures.

Guidance about record-keeping.

Parents at this school are asked if their child has any medical conditions on the initial enrolment/registration form.

Netherfield Primary School has a centralised register of Care Plans and an identified member of staff has responsibility for this register. Care Plans are regularly reviewed, at least every year or whenever the pupil's needs change.

School staff make sure that the pupil's confidentially is protected and staff seek permission from parents before sharing medical information with any other party.

Appropriate staff at the school will meet with the pupil (where appropriate), parent, specialist nurse (where appropriate) and relevant healthcare services prior to any overnight stay or extended day visit to discuss and make a plan for any extra care requirements that may be needed. This is recorded on the pupil's care plan which accompanies them on a visit.

Relevant staff at Netherfield Primary keep a record of all medication administered, including the dose, time, date and details of the supervising member of staff.

Guidance on the whole school environment.

Netherfield Primary School ensures that the whole school environment is inclusive and favourable to pupils with medical conditions. This includes the physical environment, as well as the social, sporting and educational activities.

This school is committed to providing a physical environment accessible to pupils with medical conditions and pupils are consulted to ensure this accessibility. School is also committed to an accessible physical environment for out-of-school activities.

All staff are aware of the potential social problems that pupils with medical conditions may experience and use this knowledge, alongside the school's bullying policy, to help prevent and deal with any problems. They use opportunities in PSHE (SEAL) and Science lessons to make sure they are accessible to all pupils. This includes out-of-school clubs and team sports.

A risk assessment is carried out before any out-of-school visit and the needs of pupils with medical conditions are considered during this process. Arrangements/plans are put into place for any additional medication, equipment or support that may be required.

Guidance on appropriate adjustments and extra support.

Netherfield School staff are aware that absences may be due to a pupil's medical condition. This school will not penalise pupils for their attendance if their absences relates to their medical condition or appointments for their condition.

Staff at the school will refer pupils with medical conditions, who are finding it difficult to keep up educationally, to the SENCO who will liaise with the pupil (where appropriate), parent and the pupil's healthcare professional.

Where a pupil is returning to school following a period of hospital education or alternative provision (including home tuition) this school will work with the local authority and education provider to ensure that he/she receives the support they need to reintegrate effectively. In order to do this staff are committed to keeping touch with a pupil and the parent/carer when they are unable to attend school because of their medical condition.

The Medical Conditions Policy is regularly reviewed, evaluated and updated. In evaluating this policy, the school seeks feedback from pupils, parents, specialist nurses and other relevant healthcare professionals, school staff and governors. The views of pupils with medical conditions are central to the evaluation process.

Date of Issue: January 2017

Date of Review: January 2019 (or earlier in response to government guidance)