

# Supporting Pupils with Medical Conditions Policy

March 2023





## Introduction

Noremarsch Junior School is an inclusive community, where we want everyone to feel that they belong. We welcome and support pupils with medical conditions, treating them with compassion and understanding.

This school provides all pupils with any medical condition the same opportunities as others at school. We will help to ensure they can:

- Be healthy
- Stay safe
- Enjoy and achieve

Noremarsch Junior School makes sure all staff understand their duty of care to children in the event of an emergency. All staff feel confident in knowing what to do in a medical emergency.

This school understands the importance of medication and care being taken as directed by healthcare professionals and parents/carers.

All staff understand the medical conditions that affect pupils at Noremarsch. Staff receive training on when and how to administer medication for these children.

The Medical Conditions Policy is supported by a clear communication plan for staff, parents/carers and other key stakeholders to ensure its full implementation.

Parents/carers, relevant local healthcare staff and other external stakeholders are informed of our Medical Conditions policy through clear communication channels.



## **Supporting and Welcoming Pupils with Medical Conditions**

Noremarsch Junior School provides children with medical conditions with 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.

Pupils and parents/carers should feel confident in the care they receive from the school and the level of that care meets their needs.

Staff understand the medical conditions of pupils at this school and that they may be serious, adversely affect a child's quality of life and impact on their ability to learn. All staff understand their duty of care to children and know what to do in the event of an emergency.

This school understands that all children with the same medical condition will not have the same needs.

### **Health Care Plans**

All children with a medical condition that affects their day-to-day life at school should have an individual Health Care Plan:

- Each child's Health Care Plan details exactly what care a child needs in school, when they need it and who is going to give it.
- It should also include information on the impact any health condition may have on a child's learning or behaviour.
- All Health Care Plans 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.
- Other children with medical conditions that do not normally affect their day-to-day life in school should have an individual risk assessment carried out.



## Administering Medicine

Noremars Primary School has clear guidance on providing care and support and administering medication at school:

- Noremars understand the importance of medication being taken and care received as detailed in the pupil's Health Care Plan or individual risk assessment.
- The school 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 will ensure that there are sufficient numbers of staff trained to cover any absences, staff turnover, school residentials and other contingencies.
- The school will make sure that at least one trained member of staff is available to accompany a pupil with a medical condition on any off-site visits, including overnight stays.
- Noremars will not give prescribed medication to a child without a parent's written consent. Parents/carers are requested to fill out the Administration of Medicines/Treatment Form of Consent. (Appendix 1)
- Non-prescription treatments/medicines (including pain relief such as Paracetamol will not be administered by the school with the exception of during residentials where written parental consent will be sought prior to the trip).
- No child may carry prescribed medicines around the school. The only exceptions to this are chronic conditions such as severe asthma, epilepsy, diabetes or risk of anaphylactic shock requiring the use of an EpiPen, whereby the medicine accompanies the child from the classroom to another location in school such as the playground or Forest School area and may be self-carried by the child. This is, however, dependent on the age of the child. In all instances the member of staff in charge has overriding responsibility to ensure that the medication accompanies the child, even if the child is self-carrying.
- A list is kept in the office, in the staff room and kitchen of children with medical conditions including allergies.
- Where a child needs to finish a course of medication prescribed by a doctor which includes a dose during the day, the school will administer the dose provided the following conditions are met:
  - The medication has been prescribed by the doctor at intervals which cannot be managed beyond the school day.
  - The parents/carers fill in the Administration of Medicines/Treatment Form of Consent clearly stating the dose and time.



- It is the parent's responsibility to deliver and collect the medicine from the school.
- Medicines will be kept in the fridge or locked cabinet in the medical room (if a controlled drug). Inhalers for asthma are kept in the child's classroom.
- Parents/carers understand that they should let the school know immediately if their child's medication needs changing.

Parents/carers should be clear that the administration of their child's medication is a courtesy extended to them by the school. There is no legal requirement on the school to fulfil this role and many schools refuse to do so.

## **Staff Training and Storage of Medication/Emergency Equipment**

Noremarsch Junior School has clear guidance on the storage of medication and equipment at school and are trained in what to do in an emergency for children with medical conditions at Noremarsch.

- Noremarsch Junior School makes sure that all staff understand what constitutes an emergency for an individual child and makes sure that emergency medication/equipment is readily available wherever the child is in the school and on off-site activities, and is not locked away. The school will keep controlled drugs stored securely, but accessibly, with only named staff having access. Staff at the school can administer a controlled drug to a pupil once they have had specialist training.
- All staff receive training in what to do in a medical emergency and this is refreshed once a year. Specific medication application training is also carried out by specific members of staff no less than once a year.
- The school will make sure that all medication is stored safely, and that pupils with medical conditions know where they are at all times and have access to them immediately. School uses individually named bags for specific emergency medication such as epi-pens and antihistamines. The child's picture, name and medical information and parents/carers name and contact details are contained in the bags for easy identification. These bags are kept in the child's classroom and/or medical room as appropriate.
- The school will store medication that is in date and labelled in its original container where possible. It is the responsibility of the parent/carer to ensure that all medication stored at school is in date.
- 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.
- A child's Health Care Plan should explain what help they need in an emergency. The Health Care Plan will accompany a pupil should they need to attend hospital. Parental



permission will be sought and recorded in the Health Care Plan for sharing the plan within emergency care settings.

- If a pupil needs to attend hospital, a member of staff (known to the pupil) will stay with them until a parent arrives or accompany a child taken to hospital by ambulance. They will not take pupils to hospital in their own car.