



**RIDGEWAY**  
SECONDARY SCHOOL

**Ridgeway Secondary School  
Supporting Students with Medical Conditions  
Policy 2021-22  
Policy Responsibility: JW**



## **Supporting Students with Medical Conditions Policy**

### **STATEMENT OF INTENT**

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

- Short-term (affecting their participation in school activities while they are on a course of medication)
- Long-term (potentially limiting their access to education and requiring extra care and support)

### **AIMS**

- To ensure students with physical or mental health conditions are supported fully so that they can participate in the full life of the school and achieve to the best of their ability
- To ensure the needs of students with medical conditions are effectively supported in consultation with relevant professionals, their parents/carers and the students themselves
- To comply fully with the Equality Act 2010 for pupils who may have disabilities or special educational needs
- To write, in association with Healthcare professionals, Individual Healthcare Plans where necessary
- To respond sensitively, discreetly and quickly to situations where a child with a medical condition requires support
- To keep, monitor and review appropriate records

### **INDIVIDUAL HEALTH CARE PLANS (IHPs)**

Where a student has both health and educational needs, the EHCP (Education, Health and Care Plan) should incorporate the IHP and there should be reference to both the school and local offer for these students. In such cases, the relevant professionals should attend the annual review.

***The schools IHP's are created through the Provision Map software package.***

The following should be considered when writing an Individual Healthcare Plan:

- The medical condition, its triggers, signs, symptoms and treatments
- The student's resulting needs, including medication and other treatments, times, facilities, equipment, testing, dietary requirements and environmental issues
- Specific support for the student's educational, social and emotional needs
- The level of support needed, including in emergencies
- Who will provide support, their training needs, expectation of their role, confirmation of their proficiency and cover arrangements
- Who in school needs to be aware of the student's condition and the support required
- arrangements for written permission from parents/carer and the Head Teacher for medication to be administered by a member of staff or self-administered (where appropriate)
- Separate arrangements or procedures required for school trips or other school activities outside of the normal school timetable that will ensure the student can participate
- Confidentiality
- What to do if a student refuses to take medicine or carry out a necessary procedure
- What to do in an emergency, who to contact and contingency arrangements.

Supporting a student with a medical condition during school hours is not the sole responsibility of one person. The school will work collaboratively with any relevant person or agency to provide effective support for the child.

## **ROLES AND RESPONSIBILITIES**

### **The Governing Body**

- ensure this policy is developed and implemented
- ensure sufficient staff receive suitable training and are competent to support children with medical conditions
- ensure the appropriate level of insurance is in place and appropriately reflects the level of risk

### **The Head Teacher**

- ensure all staff are aware of this policy and understand their role in its implementation
- ensure all staff who need to know are informed of a student's condition
- ensure sufficient numbers of staff are trained to implement the policy and deliver IHPs, including in emergency and contingency situations, and they are appropriately insured
- is responsible for the development of IHPs
- should contact the school nursing service in the case of any student with a medical condition who has not been brought to the attention of the school
- should ensure that, whenever the school is notified that a student has a medical condition, sufficient staff are suitably trained
- all relevant staff are made aware of a student's condition
- supply staff are briefed
- risk assessments for visits and activities out of the normal timetable are carried out
- Individual Healthcare Plans are monitored and updated working alongside the School Nurse
- transitional arrangements between schools are carried out where applicable
- if a student's needs change, the above measures are adjusted accordingly
- ensure that any student with a medical condition requiring medication or support in school has an Individual Healthcare Plan which details the support required by the student

### **SENDCo**

- will review, monitor, and update the policy as required
- will ensure that those students who have both educational and medical needs have an EHCP that incorporates an IHP
- The SENCo will ensure that the student's' needs are met

### **School Staff**

- must be aware of which students have an IHP and be familiar with these plans
- should know what to do and respond accordingly when they become aware that a student with a medical condition needs help

### **Students**

- should, wherever possible, be fully involved in discussions about their medical support needs and contribute to, and comply with, their IHP

### **Parents**

It is expected that:

- parents will inform the school of any medical condition which affects their child
- parents will supply the school with appropriately prescribed medication, where the dosage information and regime is clearly printed by a pharmacy on the container

- parents will ensure that medicines to be given in school are in date and clearly labelled
- parents will co-operate in training their children to self-administer medicine if this is appropriate, and that staff members will only be involved if this is not possible
- medical professionals involved in the care of children with medical needs will fully inform staff beforehand of the child's condition, its management and implications for the school life of that individual
- Ridgeway Secondary School will ensure that, where appropriate, children are involved in discussing the management and administration of their medicines and are able to access and administer their medicine if this is part of their Individual Healthcare Plan (for example, an inhaler)
- school staff will liaise as necessary with Healthcare professionals and services in order to access the most up-to-date advice about a pupil's medical needs and will seek support and training in the interests of the student

#### **NOTE**

- The school does not have to accept a child identified as having a medical condition at times when it would be detrimental to the health of that child or others to do so
- The school should not require parents to attend school to administer medication or provide medical support to their child, including toileting issues (no parent should have to give up working because the school is failing to support their child's medical needs)
- The school should not prevent students from participating, or create unnecessary barriers to students participating in any aspect of school life, including school trips (such as requiring parents to accompany the child)

**This policy adheres to the principles of the United Nations Convention of the Rights of the Child (UNCRC) specifically articles: 1, 2, 3, 12, 16 and 24.**