

Long Row Primary and Nursery School



Medical Needs Policy

Date Approved: 18/11/2025

Review Date: November 2026

_____ Headteacher Date _____

_____ Chair of governors Date _____

Supporting pupils with medical needs policy

Most pupils at some time have a medical condition which may affect their participation in school activities. This may be short term or a long term medical condition which, if not properly managed, could limit their long term access to education.

Long Row Primary School is committed to giving all its pupils opportunities to access the curriculum. Every effort will be made to ensure that pupils with medical needs experience the best possible care whilst at school. This policy provides a sound basis for ensuring this.

RATIONALE

Long Row Primary School strives to be a fully inclusive educational and pastoral setting. To do this we need to ensure that correct procedures and protocols are in place to enable any pupil with a long term medical condition to be able to attend school or have minimum disruption to their education.

AIMS

- To ensure as little disruption to our pupils education as possible
- To develop staff training and knowledge in all areas necessary for our pupils
- To ensure we develop effective links with all outside agency support systems – hospitals, school nurses, support groups etc.
- To ensure safe storage and administration of agreed medicines
- To be a fully inclusive school

DEFINITION

This is not a policy for short term illness and related medication for example antibiotics or paracetamol. The school has a separate policy for the administration of medicines for such cases. This policy relates to pupils who have a recognised medical condition, which will last longer than 15 days and will require the pupil to have a care plan protocol in school.

IDENTIFICATION

We will work with parents and medical professionals to ensure that specific protocols are in place as soon as the child starts school. This may take the form of information sharing, developing specific care plans, organising training or re-organising classroom facilities.

PROVISION AND ORGANISATION

Training regarding specific conditions will be accessed/delivered as required. This will usually be within the first few weeks of a pupil starting in the school but if necessary be before they start their education at Long Row. General training on awareness of medical conditions and their possible medication implications will occur annually. This will run in parallel with the school's first aid training which will continue to be under the guidance of the health and safety policy. We also work closely with the school nurse who is able to offer support for the school and the pupil. Where a child with medical needs transfers to another setting we will work closely with the staff, parents/carers and the child to support an effective transition.

For pupils requiring continuous support for a medical condition an individual health care plan may be written [IHCP] where school, parents/carers and healthcare professionals feel this is appropriate. This will usually be written by a medical professional involved in the child's treatment or specialising in the specific medical condition but may if required be written by school staff.

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 can provide and receive. These plans will be reviewed annually as a minimum, or more frequently as required.

An IHCP will include:-

- Details of the child's condition
- The child's needs including medication [dose, side effects and storage], other treatments, facilities, equipment etc.
- What action to take in an emergency
- What not to do in the case of emergency
- Who to contact in an emergency
- The role of staff
- Specific support for the child's educational, social and emotional needs

A copy will be given to parents/carers, class teachers and a copy will be retained in the office and the child's individual file. The general medical information sheet given to staff will indicate that the child has an IHCP.

All staff in contact with the child will ensure they are aware of the protocols and procedures for specific pupils in school by attending training provided and reading care plans devised for individual pupils. We will ensure as far as possible that several staff undertaking a variety of roles in school e.g MDS, TA, teacher will receive training to provide continuity of care in cases of staff absence.

Pupils will not be allowed to carry any medication with the exception of asthma control or care plan specified medication. Any medication brought to school will be stored safely in the school office – administration of this will follow the guidelines in the medicine policy. **Teachers are not required to administer medication or to support pupils with medical needs as part of their contract of employment but they may volunteer to do so. Some contracts for support staff may include reference to the administration of medication and /or the undertaking of medical procedures. Such contracts will of course be agreed on an individual basis.**

ROLES AND RESPONSIBILITIES

The responsibility for the management of this policy in school is with the head teacher and governing body.

The SENCO will manage the policy on a day to day basis and ensure all procedures and protocols are maintained.

SCHOOL VISITS

When preparing risk assessments , staff will consider any reasonable adjustments they might make to enable a child with medical needs to participate fully and safely on visits unless a GP states that participation is not possible.

Additional safety measures may need to be taken for outside visits and it may be that an additional staff member, parent/carer or other volunteer might be needed to accompany a particular child. Arrangements for taking medicines should be planned as part of the risk assessment and visit planning process. A copy of the IHCP should be taken on visits in the event of information being needed in an emergency.

BEST PRACTICE

The school recognises that where pupils have medical needs the treatment will be specific to each individual. In consultation with parents/carers and the child we will encourage pupils to participate as fully as possible in school life and the school will make reasonable adjustments to ensure that this is possible. Pupils with specific medical needs will not be penalised for their attendance record where absences are related to their medical condition.

COMPLAINTS

Should parents/carers or pupils be dissatisfied with the support provided by the school they should discuss their concerns directly with the school. If for whatever reason this does not resolve the issue, then a formal complaint may be made via the schools complaints procedure.

This policy has been agreed by the governing body and will be reviewed annually. The policy will be made available to staff and parents.