



Supporting children with medical needs policy

Rationale

St Peter's Catholic Primary School is an inclusive school that welcomes all children, including those with medical needs. Following The Children and Families Act 2014, schools are required to make arrangements to support children with medical conditions.

Most pupils will at some time have a medical condition that may affect their participation in school activities. For many this will be short term, perhaps finishing in a course of medication. Other pupils have medical conditions that, if not properly managed, could limit their access to education. Such pupils are regarded as having **medical needs**. In these cases, school will need to put steps in place to ensure children have access to all aspects of school life in a safe and supportive way.

Aims

- To ensure all children are offered a full, broad and balanced curriculum regardless of the medical condition or disability.
- To develop staff knowledge and training necessary to fully support our pupils.
- To work in collaboration with parents to gain a full understanding of the needs of the child
- To work with outside agencies and medical professionals as appropriate.
- To ensure safe storage and administration of agreed medication
- To provide a fully inclusive school.

Identification

If a child with medical needs is about to join the school, transition meetings will take place with the class teacher, SENCO or other appropriate member of staff to ensure necessary training and resources are arranged prior to the child starting.

When a child on role has been diagnosed with medical needs, we will work closely with parents and medical professionals to ensure that appropriate support and procedures are put in place. Where there are training needs for members of staff, this will be organised at the earliest opportunity.

Medical questionnaires are sent out to ensure all records are kept up to date.

Individual health care plans (IHCP)

When a child has an identified medical condition, that requires on-going medical support from the school, an IHCP will be written. This may be written by a health care professional or by the SENCO after advice from a health care professional has been sought. The IHCP will be shared with and agreed by parents.

The IHCP will include:

- Details of the medical condition
- A summary of health care needs to be carried out by the school
- Side effects of any medical intervention including medication
- What constitutes an emergency
- Action to be taken in the case of an emergency
- Who must be contacted in the case of an emergency
- Special requirements

When it is safe to do so, pupils will be encouraged and supported to develop responsibility for managing their own medical needs.

The IHCP will be reviewed with parents and health care professionals yearly where necessary, and will be updated to incorporate any changes in a child's condition or needs.

Intimate Care Needs

Intimate personal care is hands-on physical care in personal hygiene, and/or physical presence or observation during such activities. The issue of intimate care is a sensitive one and requires staff to be respectful of the child's needs. The child's dignity should always be preserved with a high level of privacy, choice and control.

Where a medical need requires intimate care, staff will work with parents and health care professionals and agree on procedures to ensure that any care is carried out appropriately for the child and in a sensitive way. Advice will always be sought from healthcare professionals, and required training for staff carrying out intimate care will be put in place prior to a child joining our school, or as soon as a need arises. Each child with intimate care needs will have a key person, who is responsible for providing the majority of the care, however, more than one member of staff will be trained in order to ensure the care needs can be met in the event of staff absence.

Pupils should be encouraged and supported to be as independent as possible in all their care tasks, appropriate to the age and abilities. Staff should not undertake tasks

which pupils are able to perform themselves provided they have sufficient time and support.

The child protection policy and procedures, and the staff code of conduct will always be adhered to in order to ensure the protection of the children we are working with.

Health and safety

Health and safety guidelines must always be adhered to when supporting children with medical needs. When attending to intimate care needs, gloves must always be worn and waste products must be disposed of in an appropriate way, using the bins or facilities provided. Staff must always ensure they consider the hygiene of themselves and that of the child they are supporting.

Procedure for storing and administering medication

If a child requires medication to be given during the school day, a form must be completed and signed by a parent. A copy of this is available from the school office or on the website. Medication will be stored securely in the school medical room.

Pupils will not be permitted to carry medication with the exception of named asthma inhalers.

In the case of inhalers, younger children will have one available to them in their classroom and one in the school office. Older children should have one they are responsible for and another in the school office.

Liquid paracetamol may be administered by school staff after verbal or written parental permission has been given.

Roles and responsibilities

Overall responsibility for the provision and implementation of the policy is with the Head teacher and Governing Body. The SENCO will work with the Head teacher and Governing Body to ensure the policy and procedures within it are adhered to.

The SENCO will liaise with medical professionals and outside agencies who support and advise the school on the provision made for children with medical needs. The SENCO will ensure that appropriate and necessary training is put in place based on the needs of the children in our school.

Staff working directly with children who require medical care will have appropriate and necessary training needs provided as soon as a need becomes evident.

Sharing Information

Class teacher should ensure that a brief summary of medical needs are available as part of the class information given to a supply or cover teacher. The summary sheets should provide enough information to ensure a child is kept safe but should also respect the child's privacy.

Reasonable adaptations

The SEND 14 Code of Conduct states that 'reasonable adaptations' should be made to ensure children with additional needs have access to the same high quality educational experiences. Where necessary, adaptations should be made to ensure children with medical conditions are given the same opportunities. These adaptations could include changes in timetables, classroom or school layout or contexts used for learning.

Changes that result in the majority of children missing necessary experiences are not considered 'reasonable'.

Learning outside the classroom

When preparing a risk assessment, staff will consider any reasonable adaptations they might make to enable a child with medical needs to participate fully and safely while learning outside of the classroom. Where necessary, discussions with parents will be held in order for risks to be identified and discussed. Specific details of risks, necessary adjustments and arrangements for taking medication will be recorded on risks assessments.

Additional safety measures may be required such as an additional member of staff.

A copy of IHCP should be taken on educational visits to ensure information is available in the event of an emergency.

Complaints Procedure

If a parent or a member of staff have concerns, they are encouraged to discuss these with the SENCO or Head teacher in the school.

If a parent wishes to make a complaint, they should follow the procedure set out in the Complaints Policy.

Monitoring and evaluation.

This policy will be reviewed yearly, and updated as necessary to incorporate new legislation and guidance.