



## Bennerley Fields School

# Supporting Pupils at School with Medical Conditions

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<b>Review Requirement : 2 Years</b>		

# Supporting Pupils at School with Medical Conditions

*This policy should be read in conjunction with Health & Safety/Child Protection/Safeguarding/Looked After Children/ Allegations of Abuse/Moving & Handling/Recruitment/PSHE/Sex Education/Careers/Work Experience/Confidential reporting Code/Governors Induction/Staff Induction/Touch Policy.*

## Introduction

### Purpose

- To define how Bennerley Fields School meets the medical needs of its pupils
- To focus on the needs of each individual pupil and how their medical condition impacts on their school life
- To give parents and pupils confidence in the school's ability to provide effective support for medical conditions in school

### Aims

- Bennerley Fields School aims to meet the medical needs of all its pupils, some of which are complex and to ensure these pupils are fully included in all aspects of school life
- Bennerley Fields School aims to provide relevant training for staff to enable medical needs to be met
- Bennerley Fields School aims to network with relevant health professionals to assist with meeting the medical needs of its pupils

## Procedures and Practice

### Training

All staff members who undertake medical procedures on pupils receive training and are assessed to ensure they are confident and competent prior to carrying out any care.

Training to meet these medical needs both in and out of school (e.g. visits, outings etc) is provided by Derby Teaching Hospitals NHS Foundation Trust; Kite Training Team. This information is then recorded on the Staff Training Data Base. All training is reviewed/updated annually, particularly prior to the start of an academic year when new medical conditions and training needs are identified.

All teachers and specialist teaching and learning assistants have received one day Schools First Aid.

Key Stage Medical Co-ordinators have undergone Administration of Medicines course and there is at least one 3 day First Aider in each Key Stage.

### Visiting Professionals

A number of visiting professionals (e.g. Physiotherapy and Occupational therapy, Community Nurse) also visit the school on regular basis to advise and support staff, and to provide written guidelines on meeting the needs of our pupils.

### Information Sharing/Gathering

Any relevant medical information is shared (with parental consent) prior to a pupil starting at Bennerley Fields School in the following ways:-

- Parent/carers are asked to complete a form entitled "Vital Information in Case of Emergency". This form includes details of medical conditions, medication, allergies etc. This is then updated on an annual basis, or sooner if required.

## **Individual Health Care Plans**

Individual Health Care Plans are in place where relevant for pupils with complex health needs. These are carried out by the relevant health professional and are reviewed if evidence is presented that a pupil's needs have changed.

## **Medication**

Medication is administered and managed by trained members of school staff following Derbyshire County Council's "Administration in Schools Policy" (April 2013) and records are kept accordingly.

## **Liability and Indemnity**

Insurance arrangements via the Local Authority covers staff who provide support to pupils with medical conditions provided that appropriate training has been undertaken. Any queries relating to medical cover are checked with Derbyshire County Council. Some specific medical procedures are carried out on a "named person only basis".

## **Complaints**

If a parent/carer is unsatisfied with how their child's medical needs are met, they should discuss their concerns directly with the school. If this does not resolve the issue they should make a formal complaint via Bennerley Fields School's complaints procedure, a copy of which can be found on the school's website.

## **The child's role in managing their own medical needs**

As a Special School, Bennerley Fields we strive for pupils to participate as fully as possible, and to communicate effectively with them at all times when medical procedures are being carried out.

## **Inclusion**

Whenever possible, if clinical procedures are being carried out, a pupil should still be able to access all their curriculum activities, including school trips and visits, so that there is no negative impact on their learning.

## **Policy Implementation/Roles and Responsibilities**

The school's policy will be implemented effectively and the Assistant Head has overall responsibility for this. However, supporting a child with a medical condition is not the sole responsibility of one person. A school's ability to provide effective support will depend on working cooperatively with other agencies. Partnership working between school staff, healthcare professionals, social care professionals, local authorities, parents and pupils are critical.

## **Unacceptable Practice**

Although school staff should use their discretion and judge each case on its merits with reference to the child's individual healthcare plan, it is not generally acceptable practice to:

- prevent children from easily accessing their inhalers and medication and administering their medication when and where necessary.
- assume that every child with the same condition requires the same treatment.
- ignore the views of the child or their parents; or ignore medical evidence or opinion (although this may be challenged).
- send children with medical conditions home frequently or prevent them from staying for normal school activities, including lunch, unless this is specified in their individual healthcare plans.

- if the child becomes ill, send them to reception or the medical room unaccompanied or with someone unsuitable.
- penalise children for their attendance record if their absences are related to their medical condition, eg hospital appointments.
- prevent pupils from drinking, eating or taking toilet or other breaks whenever they need to in order to manage their medical condition effectively.
- require parents, or otherwise make them feel obliged, to attend school to administer medication or provide medical support to their child, including with toileting issues. No parent should have to give up working because the school is failing to support their child's medical needs.
- prevent children from participating, or create unnecessary barriers to children participating in any aspect of school life, including school trips, eg by requiring parents to accompany the child.

### **Monitoring of the Policy**

This policy will be reviewed every two years as part of the policy monitoring schedule.