

SOUTH HAMS FEDERATION

SUPPORTING CHILDREN WITH MEDICAL CONDITIONS POLICY

Adopted: 22.03.18

Review: DCC Update

Introduction – An Inclusive Community

The South Hams Federation is an inclusive community that aims to support and welcome pupils with medical conditions and aims to provide all pupils with medical conditions the same opportunities as others at school.

We understand that medical conditions should not be a barrier to learning, so we will ensure that all staff understand their duty of care to children and young people in the event of an emergency and feel confident in knowing what to do in an emergency.

Pupils with medical conditions are encouraged to take control of their condition and our schools will make every effort to ensure that they are confident in the support they receive to help them do this. We aim to include all pupils with medical conditions in all school activities and there will be an expectation that medical intervention in school time should be minimised to ensure full access to the curriculum.

We understand that certain medical conditions are serious and can be potentially life-threatening, particularly if ill managed or misunderstood. Therefore, we will ensure that all staff understand the common medical conditions that affect children at this school and receive training on the impact this can have on pupils.

Our Aims

- To support pupils with medical conditions, so that they have full access to education, including physical education and educational visits.
- To ensure that school staff involved in the care of children with medical needs are fully informed and adequately trained by a professional in order to administer support or prescribed medication.
- 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.

Expectations

It is expected that:

Parents will inform their child's 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 labeled.
- 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.
- Schools in the South Hams Federation 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).

SOUTH HAMS FEDERATION

SUPPORTING CHILDREN WITH MEDICAL CONDITIONS POLICY

Adopted: 22.03.18

Review: DCC Update

- 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 pupil.
- Transitional arrangements between schools will be completed in such a way that schools in the South Hams Federation will ensure full disclosure of relevant medical information, Healthcare plans and support needed in good time for the child's receiving school to adequately prepare.
- Individual Healthcare plans will be written, monitored and reviewed regularly and will include the views and wishes of the child and parent in addition to the advice of relevant medical professionals.

Procedure

The Governing Body of the South Hams Federation ensures that an appropriate level of insurance is in place and reflects the level of risk presented by children with medical conditions.

Information

Children with serious medical conditions will have their photo and brief description of condition, along with any other necessary information, in the staffroom. Children with medical conditions which may require emergency attention, e.g. epilepsy, diabetes, will have their names and an Individual Healthcare Plan clearly accessible in their classroom, and all adults dealing with the child will have their attention drawn to this information. All other medical conditions will be noted from children's SIMs records and this information will be provided to class teachers annually.

In an Emergency

In a medical emergency, teachers have been appropriately trained to administer emergency paediatric first aid if necessary. Each school has at least one First Aider, and if possible, that person will be asked to attend.

If an ambulance needs to be called, staff will:

- Outline the full condition and how it occurred
- Give details regarding the child's date of birth, address, parents' names and any known medical conditions.

Children will be accompanied to hospital by a member of staff if this is deemed appropriate. Staff cars should not be used for this purpose. Parents must always be called in a medical emergency, but do not need to be present for a child to be taken to hospital.

Administration of Medicines

Only essential medicines will be administered during the school day. These will be only those prescribed by a doctor. Parents must complete and return a Devon County Council green form before any medicine is administered. Medicines to be given during the school day must be in their original container. Controlled drugs can also be administered, subject to all other conditions as described in the Policy.

Essential medicines will be administered on Educational Visits, subject to the conditions above. A risk assessment may be needed before the visit takes place. Staff supervising the visit will be responsible for safe storage and administration of the medicine during the visit.

Before administering any medicine, staff must check that the medicine belongs to the child, must check that the dosage they are giving is correct, and that written permission has been given. Any

SOUTH HAMS FEDERATION

SUPPORTING CHILDREN WITH MEDICAL CONDITIONS POLICY

Adopted: 22.03.18

Review: DCC Update

child refusing to take medicine in school will not be made to do so, and parents will be informed about the dose being missed. All doses administered will be recorded on the Devon County Council record of administration of medicine sheet attached to the green form.

All medicines will be stored safely. Medicines needing refrigeration will be stored in the staffroom fridge. Some medicines (inhalers, etc) will be kept in the child's classroom and carried with the children, for ease of access during outside activities. All medicines must be clearly labeled.

Controlled drugs or prescribed medicines will be kept securely and safely in all schools belonging to the South Hams Federation. Access to all medicines is restricted to the adults. Where appropriate, Epi-pens are kept in the main office and in a safe and secure place in relevant children's teaching areas.

Staff will record any doses of medicines given on the medication sheet attached to the green form. Children self-administering asthma inhalers do not need to be recorded. Inhalers are kept in the child's classroom. Children have access to these inhalers at all times, though must inform a member of staff that they are taking a dose. All inhalers are marked with the child's name. All children with an inhaler must take them on educational visits, however short in duration.

Epi-pen – Any member of staff can administer an Epi-pen in an emergency. The pen (cap off) should be pushed against the child's thigh, through clothing if necessary. The pen should be held for a count of 10 seconds before being withdrawn. Ambulances must be called for a child who may require an Epi-pen. Cetirizine may be given if slight tingling of the lips occurs following ingestion of possible irritants for nut allergy sufferers. This is a liquid medicine stored with the Epi-pen. If symptoms are more severe, the Epi-pen should be given immediately. An ambulance must be called immediately. Parents should be contacted after this call has been made.

Unacceptable Practice

While Federation staff will use their professional discretion in supporting individual pupils, it is unacceptable to:

- Prevent children from accessing their medication.
- Assume every child with the same condition requires the same treatment.
- Ignore the views of the child or their parents / carers; ignore medical advice.
- Prevent children with medical conditions accessing the full curriculum unless specified in their Individual Healthcare plan.
- Penalise children for their attendance record where this is related to a medical condition.
- Prevent children from eating, drinking or taking toilet breaks where this is part of effective management of their condition.
- Require parents to administer medicine where this interrupts their working day.
- Require parents to accompany their child with a medical condition on a school trip as a condition of that child taking part.

Complaints

Should parents be unhappy with any aspect of their child's care at any of the schools in the South Hams Federation, they must discuss their concerns with the school. This will be with the child's class teacher in the first instance, with whom any issues should be managed. If this does not resolve the problem or allay concern, the problem should be brought to the Head of School or the Executive Head. In the unlikely event of this not resolving the issue, the parents must make a formal complaint using the South Hams Federation Complaints Procedure.

SOUTH HAMS FEDERATION

SUPPORTING CHILDREN WITH MEDICAL CONDITIONS POLICY

Adopted: 22.03.18

Review: DCC Update

Paediatric First Aiders

Loddiswell: Miss Louise Nicholls and Miss Josephine Tattershall

Malborough with South Huish: Miss Kristy Rowe and Mrs Lynsey Knight

Modbury: Mrs Georgina Tann, Mrs Sarah Fisher

Stokenham: Mrs Teresa Newman, Mrs Lesley Widger and Mrs Karen Jeffery

Federation: Mrs Andrea Moore

All teaching staff have basic CPR first aid which is updated annually.