



Supporting Pupils with Medical Conditions

Policy Statement

Last reviewed: November 2017

This document applies to all academies and operations of the Vale Academy Trust. www.vale-academy.org

The following related document can be found on academy websites:

- Supporting Pupils with Medical Conditions – School Procedures

Document Control			
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Owner	Head of Governance	Approver	Board of Directors
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Introduction

The Vale Academy Trust (the 'Trust') is committed to ensuring that each of our schools is inclusive in their education of children with medical conditions and supports them to have full access to the curriculum and wider school life.

While the Board of Directors of the Trust has overall legal accountability for meeting statutory guidance for supporting pupils with medical conditions, school level responsibility is delegated to the Local Governing Body ('LGB') of each school, which in turn delegates management and operational duties to the headteacher.

In order to discharge its responsibilities and duties, each school in the Trust will:

- bring this Policy Statement to the attention of all employees and make it available on the school website;
- implement and abide by the school's Supporting Pupils with Medical Conditions Procedures (based on the template provided by the Trust), bring the document to attention of all staff, and make it available on the school website;
- collaborate fully with parents, pupils, healthcare professionals and other staff and properly consider all advice to fully meet the needs of the whole child;
- have clear plans (including Individual Healthcare Plans) and procedures (including emergency procedures) in place which are shared with all staff to respond appropriately to the medical needs of the pupil and with managing or administering medicines within school;
- plan how to support pupils with medical conditions in order that they can have access to the whole curriculum, including day trips, residential visits and sporting activities, so pupils can have a full and active role in school life;
- take responsibility to ensure that there is appropriate, regular training in place for staff;
- use Individual Healthcare Plans to support the pupil in managing their condition and overcoming barriers;
- liaise with parents/carers and healthcare professionals to provide educational support for pupils during extended absence caused by medical conditions and the subsequent re-integration back into school.

Inclusion

Pupils with medical needs will be fully supported in our schools to access the full curriculum in ways that are appropriate to their needs. This includes making reasonable adjustments to fully support pupils with medical needs to access day trips, residential visits and sporting activities. Our schools are mindful that as well as considering medical needs, pupils may have additional social, emotional or educational needs because of their medical condition.

Collaboration

Our schools work in partnership with healthcare professionals to ask for advice, support and further understanding of best practice to meet the pupil's needs. We also understand the importance of the views of the parents/carers, and the pupils themselves, when writing plans and discussing how needs will be best met within the school. Our schools also ensure that parents/carers are aware of any actions that they need to take, such as providing medicine, for doctor prescribed medication, and are made accountable for these. We understand collaboration with the school nursing team is also paramount. Our schools ensure that they use this resource for support and advice before the pupil starts school as well as during their time at the school.

Procedures and Individual Healthcare Plans

Our schools are required to have procedures in place for supporting pupils with medical conditions, with a Named Person clearly identified who has overall responsibility for the operation of the procedures within the school. The policies and procedures must conform to statutory guidance and be based on a template provided by the Trust. A school will not wait for a formal medical diagnosis to put plans and procedures in place, however these may be amended when a formal diagnosis is given and/or after advice is taken from appropriate healthcare professionals.

All staff in our schools are also accountable and responsible for supporting pupils with all medical needs, including asthma, diabetes, epilepsy and anaphylaxis. Our schools also ensure that there are clear procedures in place for managing medicines on and off school premises and the written records of administered medicines, including storage and handling of epi pens, insulin pens and inhalers.

Our schools ensure that if appropriate, pupils with medical conditions have an Individual Healthcare Plan, which is agreed by the school, healthcare professionals and parents/ carers. In our schools, these plans are detailed and it is responsibility of the schools to ensure that these are in place and followed, fully utilising advice from healthcare professionals. These plans are used by our schools to assess and manage risk to children's education, health and social wellbeing. All our schools are required to have clear emergency procedures in place for the pupils in their school with medical conditions and these are detailed on their Individual Healthcare Plan. Individual Healthcare Plans should be regularly reviewed (at least annually) or sooner if the pupil's needs have changed.

Confidentiality

Our schools ensure confidentiality around supporting pupils with medical needs to ensure openness and trust with both pupils and parent/carers, so that they have confidence in the school's ability to provide effective support.

Training

All staff in our schools work collaboratively and are responsible for all pupils within their care, including pupils with medical conditions. Our schools will ensure that suitable training is given to staff by an appropriate professional for supporting pupils and administering medicines. The schools are responsible for ensuring this training is commissioned and provided to the relevant people within the specific school. This training is to fulfil statutory requirements, provide all staff with appropriate knowledge and skills to support all children and will also consider specific medical needs of pupils within each of the schools. The training needs to ensure it equips staff to effectively support pupils with a wide range of medical needs including asthma, anaphylaxis, diabetes, eczema and epilepsy.

Insurance

Through liaison with the Trust's central operations team, our schools will ensure that the appropriate level of insurance is in place for the level of risk in our schools when supporting pupils with medical conditions. Details of the insurance are required to be regularly checked by each of the schools and they must ensure that it covers all aspects stated in the statutory document, including the staff providing the support for the pupil, the administration of medications and any individual cover for specific healthcare procedures. Our schools take responsibility for checking that the requirements are covered by the insurance and that there is full compliance.