

# Buckshaw Primary School



## Medical Needs and Supporting Pupils with Medical Conditions

June 2022

Mrs I Albustany

*At Buckshaw we aim to prepare our children for their future by raising aspirations and developing resilience within a happy, safe and caring environment*

## INDIVIDUAL HEALTHCARE PLAN (IHP)

- Pupils with medical conditions that are complex, long-term or where there is a high risk that emergency intervention will be required during school hours, will have an individual healthcare plan (IHP). This will explain what help they need in an emergency. The IHP will accompany a pupil should they need to attend hospital.
- We will always share an IHP as necessary with medical professionals.
- At Buckshaw, we will ensure that all staff providing support to a pupil have received suitable training. This will be provided by the specialist nurse, school nurse or any other suitably qualified healthcare professional (as available) and/or parent/carer.
- We will provide our staff with ongoing support to ensure that they have confidence to provide the necessary support and that they fulfil the requirements set out in the pupil's IHP.

## RISK ASSESSMENT

- A risk assessment will be carried out for pupils with an IHP and other medical conditions during external visits. This will be in line with our current external visits risk assessment platform.
- All risks will be identified within the child's IHP.
- Discussion with parents and carers will take place to ensure classroom practice is accessible.

## ADMINISTRATION OF MEDICATION

- Not all staff are first aid trained and wherever possible we seek a voluntary agreement regarding giving medication.
- If a pupil does not have an IHP but are prescribed medication such as antibiotics, parents are required to complete a form prior to school staff administering the medication. This again will be on a voluntary basis.
- If parents wish to give their child a non-prescribed medication such as paracetamol (Calpol) or ibuprofen (Neurofen), then parents will be required to attend school at the correct time to administer this medication.
- At Buckshaw we will ONLY administer prescribed medication, in the instance the pupil cannot receive all relevant doses at home.

## STORAGE OF MEDICATION AND EQUIPMENT

- We will ensure that all medication is stored safely, and that pupils with medical conditions have access to them immediately.
- Pupils deemed competent to carry their own medication/equipment with them will be identified and recorded through the pupil's IHP in agreement with parents/carers.
- At Buckshaw we will ensure storage of controlled drugs is secure in a non-portable container, with only named staff having access to it.
- Staff at Buckshaw can administer a controlled drug to a pupil once they have had specialist training.

- We will only accept medication that is in date, labelled and in its original container including prescribing instructions for administration. The exception to this is insulin, if relevant, which though must still be in date, will generally be supplied in an insulin injector pen or a pump.
- Parents/carers are asked to collect all medications/equipment at the end of the use, and to provide new and in-date medication as necessary.
- We will dispose of needles and other sharps in line with local policies when relevant. Sharps boxes are kept securely at school and will accompany a child on off-site visits. They are collected and disposed of in line with local authority procedures.

## MEDICAL EMERGENCIES / CONTACTING EMERGENCY SERVICES

- At Buckshaw we will ensure that all staff understand what constitutes an emergency for an individual child.
- We will ensure that emergency medication/equipment, e.g. asthma inhalers, epi-pens etc are readily available wherever the child is in the school and during off-site activities.
- Emergency medication will NOT be locked away however, it will be stored securely.
- All school staff, including temporary or supply staff, are aware of the medical conditions at this school and understand their duty of care to pupils in an emergency.
- Staff receive training in what to do in an emergency and this is refreshed regularly.
- At Buckshaw we have an **automated external defibrillator (AED)** and staff have been trained on how to use this.
- We will contact 999 in an emergency if we deem this necessary.

## STAFF TRAINING

- We will keep an up-to-date record of all training undertaken and by whom.

## ROLES AND RESPONSIBILITIES

### Headteacher and SENDCO:

- Will ensure that their school's policy is developed and effectively implemented with partners. This includes ensuring that all staff are aware of the policy and understand their role in its implementation.
- Headteachers should ensure that all staff who need to know are aware of the child's condition. They should also ensure that sufficiently trained numbers of staff are available to implement the policy and deliver against all individual healthcare plans, including in contingency and emergency situations.
- We will contact the school nursing service in the case of any child who has a medical condition that may require support at school, but who has not yet been brought to the attention of the school nurse.

### School staff:

- Any member of school staff may be asked to provide support to pupils with medical conditions, including the administering of medicines, although they cannot be required to do so.
- Although administering medicines is not part of teachers' professional duties, they should take into account the needs of pupils with medical conditions that they teach.

- School staff should receive sufficient and suitable training and achieve the necessary level of competency before they take on responsibility to support children with medical conditions.
- Any member of school staff should know what to do and respond accordingly when they become aware that a pupil with a medical condition needs help.

#### School nurse:

- At Buckshaw we have access to school nursing services. They are responsible for notifying the school when a child has been identified as having a medical condition which will require support in school. Wherever possible, we will do this before the child starts at Buckshaw.
- They would not usually have an extensive role in ensuring that schools are taking appropriate steps to support children with medical conditions but may support staff on implementing a child's individual healthcare plan and provide advice and liaison, for example on training.
- School nurses can liaise with lead clinicians locally on appropriate support for the child and associated staff training needs - for example, there are good models of local specialist nursing teams offering training to local school staff, hosted by a local school. Community nursing teams will also be a valuable potential resource for a school seeking advice and support in relation to children with a medical condition.

#### Other healthcare professionals:

(GPs, pediatricians, nurse specialists/community pediatric nurses)

- Should notify the school nurse and work jointly when a child has been identified as having a medical condition that will require support at school.

#### REVIEW OF POLICY

- This medical needs and supporting pupils with medical conditions policy is regularly reviewed, evaluated and updated.
- In reviewing the policy, Buckshaw will seek feedback from key stakeholders, including pupils, parents/carers, school nurses, specialist nurses and other relevant healthcare professionals, school staff, local emergency care services and governors.
- The views of pupils with medical conditions are central to the evaluation process.
- Should parents and pupils be dissatisfied with the support provided they should discuss these concerns with the Headteacher.

#### DfE GUIDANCE:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/803956/supporting-pupils-at-school-with-medical-conditions.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/803956/supporting-pupils-at-school-with-medical-conditions.pdf)

Policy to be reviewed June 2023.