



ST. JOHN'S CATHOLIC PRIMARY SCHOOL
The Diocese of Westminster Academy Trust
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Supporting pupils at school with medical conditions.

Aims:-

- It is the aim of our Governing Body to ensure that arrangements are in place to support pupils with medical conditions in order that all children can access and enjoy the equal opportunities at school.
- The Governing Body are aware that some medical conditions that require support at school, affect 'quality of life' and may even be life threatening. Therefore, the focus of care will reflect the needs of each individual.
- When a parent or carer advises St Johns that a child has a medical condition the school will draw up a 'care plan'. This will be done together with the parents / carers and medical colleagues where appropriate.
- The Headteacher is ultimately responsible for the development of individual health care plans. However, they may be drawn up by the class teacher in a meeting with the parents / carers. A health professional may also be involved if appropriate. It may also be appropriate for the SENCo to be involved in the development of care plans, particularly if the individual has additional learning needs. All members of staff involved will give priority to minimizing risks to the child's education.
- The Governing Body may have to consider a range of issues, including wider implications of a given condition, supporting the child's social and emotional needs, emergency arrangements and arrangements for school trips.
- The Governing body will endeavour to ensure that their arrangements give parents and pupils confidence in the school's ability to provide effective support for medical conditions in school. The arrangements will show an understanding of how medical conditions impact on a child's learning (this will be evident in the class teacher's differentiated planning as appropriate).

The Care Plan:-

A care plan will be individual to the child's needs. It will display a photograph of the child for accurate identification, as well as contact details for parents / carers, clinic and G.P.

Details of the child's condition will be explained together with daily care requirements. The plan will list symptoms and signs, triggers, treatments, equipment and environmental issues where appropriate.

Details of what constitutes as an emergency and the action to be taken if it occurs, including treatment / prescribed medication and how to administer it, will be clearly explained.

If staff training is appropriate, details of this will be included in the plan – as well as a named person for providing support in school. This will usually be the class teacher, however, all members of staff have a responsibility as the class teacher is not with the child at every stage of the day.

Some children will be able to manage their own medication – details of frequency, times, location, support and supervision will be listed in the care plan.

Review of Plans:-

Health care plans will be reviewed annually together with parents / carers and medical professionals where appropriate. Care plans may be reviewed more frequently if evidence is presented that the child's needs have changed.

Medication and Medical Equipment:-

Medication will be stored in a sealed container in a closed cupboard, out of reach of children. The pupil's name and photograph will be on the container to aid accurate identification. A copy of the care plan will also be kept in the container with the medication and any small medical equipment – e.g. epi-pen or inhaler.

Larger items of medical equipment may be stored securely in the class room or medical area as appropriate, and as agreed with parents / carers.

School staff will not administer prescription medication or undertake health care procedures without appropriate training (see below).

While it is ultimately the responsibility of the parents / carers to ensure that any prescribed medication is 'in date', if a member of staff recognises that an item has expired, they then have a moral responsibility to contact the parent (or ask the class teacher or the office to do so) and advise them that the medication needs to be renewed.

The school will ensure that written records are kept of any medication administered.

In the course of the annual health care plan, medication will be automatically checked.

Training:-

In order to give parents / carers and pupils confidence in the schools ability to provide for the welfare of a child with a particular medical need, the school will research the condition when necessary and organise training from colleagues in Health Care (school nurses), or another external training provider, for key members of staff in the nature of the condition and the administration of medication and care.

The school may also make arrangements for further support for school staff from medical colleagues and / or the procurement of specialist resources and \ or equipment (together with training in its effective and safe use).

Each care plan will be treated individually .

School Trips:-

Arrangements for school trips (including sporting events) will be discussed between the class teacher and the parents / carers. Every attempt will be made to ensure that all pupils participate fully. Where necessary, additional members of staff and / or the carriage of medical equipment and / or medication will be organised.

Complaints:-

St Johns Catholic Primary School is committed to working with parents and carers for the welfare, safety and inclusion of all its pupils. It is the school's intention to maintain regular contact and an on-going dialogue with all our families. The school encourages parents / carers to discuss all concerns with their child's class teacher as they occur so that issues can be explained or resolved, as necessary, immediately. However, if, in the unlikely event, a parent / carer feels that they need to make a complaint they are asked to comply with the school's complaints procedure (please see separate policy).

This Policy was adopted by the Governing Body on

Signed by the Chair of Governors.....

This policy is based on the DfE statutory guidance for governing bodies – Supporting pupils at school with medical conditions. April 2014.