

# THOMAS MILLS HIGH SCHOOL



POLICY DOCUMENT 67 – APPROVED 22/03/2022

# TRUSTEES' POLICY TO SUPPORT PUPILS WITH MEDICAL CONDITIONS

## Vision Statement

*We, the staff and governors, aspire  
to ensure that all our students,  
irrespective of ability  
and regardless of anyone's doubts,  
achieve their potential in full;  
and we aspire in this way to make Thomas Mills High School  
the best in the country.*

## **1. Introduction**

- 1.1 The trustees are mindful of the duty placed upon them under Section 100 of the Children and Families Act 2014, to make arrangements for supporting pupils at Thomas Mills High School with medical conditions.
- 1.2 In meeting the duty, the trustees have regard to guidance issued by the Secretary of State: *Supporting pupils at school with medical conditions (December 2015)*.
- 1.3 Pupils with long-term and complex or acute medical conditions may require on-going support, medicines, or care while at school to help them manage their condition and keep them well. Others may require monitoring and interventions in emergency circumstances.
- 1.4 Some children with medical conditions may be considered to be disabled under the definition set out in the Equality Act 2010. Some may also have special educational needs (SEN) and may have a Statement or Education, Health and Care (EHC) plan which brings together health and social care needs, as well as their special educational provision. For children with SEN, this policy should be read in conjunction with the SEND Code of Practice January 2015. For pupils who have medical conditions that require EHC plans the school will comply with the SEND Code of Practice.

## **2. Aims**

- 2.1 In supporting pupils with medical conditions, the trustees aim to ensure that such children can access and enjoy the same opportunities at school as any other child.
- 2.2 The key aims of the policy are to:
  - ensure that pupils with medical conditions are properly supported so that they have full access to education, including school trips and physical education.
  - ensure that all children with medical conditions, in terms of both physical and mental health, are properly supported in school so that they can play a full and active role in school life, remain healthy and achieve their academic potential.
  - reduce the risk of lowering self-confidence and educational achievement
  - promote equal access to education for all pupils by making reasonable adjustments to buildings, the arrangements for teaching and learning, and extra-curricular activities for pupils where appropriate.
- 2.3 Working through the Headteacher, the Deputy Head (Mr M Wheeler), and First Aid Administrator, the Trustees will implement this policy effectively for individual pupils with medical conditions, ensuring that:
  - sufficient staff are available and suitably trained.
  - all relevant staff are made aware of the child's condition.

- risk assessments, especially for school visits and extra-curricular activities, are completed.
- individual healthcare plans are monitored.

### **3. Procedures**

- 3.1 When the school is notified that a pupil has a medical condition likely to require an Individual Healthcare Plan, a meeting with the parents will be held in school to discuss the child's medical support needs and to identify who will provide this support.
- 3.2 It is expected that the school nurse, as well as the Higher Level Trained First Aiders and Head of Year will attend such a meeting. The Deputy Head and/or Special Educational Needs Co-ordinator will also be present, as necessary.
- 3.3 An Individual Healthcare Plan (IHCP) will be drawn up using input from healthcare professionals or, indeed, be drawn up by a healthcare professional who works with the pupil concerned.
- 3.4 School training needs will be identified, and training will be delivered by a healthcare professional with appropriate specialist knowledge.
- 3.5. The IHCP will be implemented once signed by the parent and the headteacher.
- 3.6 Parents are expected to provide the school with sufficient and, sufficiently up to date, information about their child's medical condition to enable the school to support their child in a safe and reasonable way.

### **4. Individual Healthcare Plans**

- 4.1 Individual Healthcare Plans are developed with the child's best interests in mind. The school will assess and manage risks to the child's education, health and social wellbeing and seek to minimise disruption.
- 4.2 Individual Healthcare Plans (IHCPs), and their review, may be initiated as may risk assessments, in consultation with the parent, by a member of school staff or a healthcare professional involved in providing care to the child.
- 4.3 The IHCP will include information covered by the Appendix A form, used routinely in school when parents request that the school holds and oversees self-administered or emergency medication.
- 4.4. If a child's medical needs mean that regular administration or supervision of medication is required, an Appendix A form will not be adequate and an exceptional IHCP will be drawn up.

### **5. Staff Training and Support**

- 5.1 The Higher Level Trained First Aiders undertake training every three years.
- 5.2 Any member of staff providing support to a pupil with a medical condition will receive suitable training, details of which will be recorded.

5.3 First Aid training is provided for members of the Design Technology, Science and PE departments, and members of the School Office, every three years.

## **6. Managing Medicines on School Premises**

6.1 After discussion with parents, pupils who are competent are encouraged to take responsibility for their own medicines and procedures.

6.2 Medicines should only be administered at school when it would be detrimental to a child's health or school attendance not to do so.

6.3 Written consent by parents is required before any medication can be held or administered in school.

6.4 All medicines held by the school are stored securely, monitored to check they are in-date, and their administration is recorded.

6.5 A pupil will only be given paracetamol as a mild analgesic if the parent has given consent by signing to that effect on the pupil registration form. This consent is routinely updated through the annual data check sheet.

6.6 Staff must not give prescription medicines nor undertake healthcare procedures without appropriate training (updated to reflect any individual healthcare plans).

## **7. Record Keeping**

7.1 Written records are kept of all medicines administered to pupils.

7.2 If paracetamol is given this is recorded in the pupil's log book.

## **8. Emergency Procedures**

Appendix A and the more extensive IHCPs define what constitutes an emergency for an individual pupil and what action must be taken.

## **9. Complaints**

Any complaint about the support provided to pupils with medical conditions will be handled under the Trustees Complaints Policy. It should first be brought to the attention of the Head of Year or Deputy Head, however.

## **10. This policy will be reviewed annually.**