



The Mosslands School
A TECHNOLOGY COLLEGE



Managing Medical Conditions in School

Policy - September 2017

Policy statement on equality and diversity

The School will promote equality of opportunity for students and staff from all social, cultural and economic backgrounds and ensure freedom from discrimination on the basis of disability, gender, race, age, religion or belief, and sexual orientation.

Equality and diversity are integral to the School's priorities and objectives. We will support inter-faith and intercultural understanding and engage all students in playing a full and active role in wider engagement with society.

This school is an inclusive community that welcomes and supports pupils with medical conditions.

This school provides all pupils with any medical condition the same opportunities as others at school.

We will help to ensure they can:

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic wellbeing once they left school.

No child will be denied admission or prevented from taking up a place in this school because arrangements for their medical condition have not been made.

Pupils with a medical condition may have an Individual Health Care Plan, which will be written with Parents and pupil's contribution.

The Individual Health Care Plan will include the following information in 4 sections;

1. Identification Details

- Name of Child
- Date of Birth
- Address
- School/ Setting ID (Class, year group etc)

2. Medical Details

- Medical Condition

- Treatment Regime
- Medication Prescribed or otherwise
- Side effects
- Action to be taken in event of an emergency or crisis

3. Contact details

- Parents/ Carers
- Alternate family contacts (persons nominated by parents/ carers)
- Doctor/ Paediatrician/ Pharmacy
- Any other relevant Health Professional

4. Facilities Required

- Equipment and Accommodation
- Staff Training/ Management/ Administration
- Consent
- Review and Update

Individual Health Care Plans could be reviewed at parent's evenings if parents agree to this.

The school makes sure all staff understand their duty of care to children and young people in the event of an emergency.

All staff feel confident in knowing what to do in an emergency. Pupils with significant physical disability at Mosslands may also have Individual Personal Emergency Evacuation Plans. Mosslands school uses Ski Pads for the evacuation of our pupils with physical disability and these are reviewed as part of their health care plan and all school staff receive training in the safe evacuation of pupils with disability.

This school understands that certain medical conditions are serious and potentially life threatening, particularly if poorly managed or misunderstood.

This school understands the importance of medication and care being taken as directed by healthcare professionals and parents.

All staff understand the medical conditions that affect pupils at this school. Staff are offered relevant training on the impact medical conditions can have on pupils.

The named member of school staff responsible for this medical conditions policy and its implementation is:

Helen Lubbe – SENCO

General:

The Mosslands School recognises that many pupils will at some time need to take medication at school. Whilst parents retain responsibility for their child's medication, the school has a duty of care to the pupils while at school, and The Mosslands School wish to do all that is reasonably practicable to safeguard and promote children's welfare.

Responsibilities:

The Mosslands School takes responsibility for the administration of medicines during school time having taken due consideration of Government guidelines.

Mrs Helen Lubbe will implement the Mosslands School policy on a day-to-day basis and report as required to the Head Teacher. Mrs Lubbe will ensure that procedures are understood and adhered to, that training is provided and that there is effective communication and consultation with Parents, Children and Health Professionals concerning pupils' medical needs.

All staff are expected to maintain professional standards of care.

At The Mosslands School – there are several named First Aider's who hold a current first aid certificate.

However, all Staff will have available to them as required:

- Advice and information on common childhood illnesses and conditions
- Specific information and details regarding particular conditions that may apply to the learners for which they have charge

Some specified staff (eg Designated First Aiders, PE and Games staff, Staff taking educational visits) who volunteer their services, will be given training to administer first aid and/or medication to pupils.

Staff Indemnity

The Mosslands School fully indemnify all staff against claims for any alleged negligence, providing they are acting within their conditions of service and following The Mosslands School guidelines.

The indemnity covers situations where an incorrect dose is administered or where any other mistake in the procedure is made. The Mosslands School will meet any claims in these circumstances.

Records

On admission of the pupil to the school, all parents will be required to complete a Signature Pack.

providing information giving full details of:

- medical conditions
- allergies
- regular medication
- emergency contact numbers
- name of family doctor/consultants
- special requirements (eg dietary)

At the beginning of each academic year all parents will be required to up-date the medical form.

Any particular information about severe allergies etc will also be shared with all staff and will be available on a staff shared area on the network, with a picture of the pupil so that all staff know the needs and action plan for these pupils.

Administration of the Medication

Please refer to the management of medication policy 2017 for information on the storage and administration of medication.