

ABBHEY COLLEGE POLICY STATEMENT

Medical Needs

Introduction

Students with medical needs have the same rights of admission to school as other children. Most children will at some time have short-term medical needs. Some children however have longer term medical needs and may require medicines on a long term basis. In these cases information must come directly into school from Doctor's or Hospital Consultants with clear instructions for care.

This policy outlines responsibilities and procedures for supporting students at Abbey College who have medical needs.

Parents and Carers

Parents, as defined in section 576 of the Education Act 1996, include any person who is not a parent of a child but has parental responsibility for or care of a child. They are responsible for making sure that their child is well enough to attend school. Children should be kept at home when they are acutely unwell.

Parents are responsible for providing the Headteacher with sufficient information about their child's medical condition and treatment or special care needed at school.

The School Health Service can often provide additional assistance if a parent is unsure of their child's medical needs. Also advice can be given on how to develop a health care plan if required. Parents' religious and cultural views should always be respected.

The Local Authority (Cambs County Council)

CCC, as the employer, is responsible for all health and safety matters.

The Governing Body

The Governing Body has a duty to ensure that the insurance arrangements provide cover for staff to act within Abbey College and that the procedures outlined in this policy are followed, and that any necessary training is made available to staff.

The Headteacher

The Headteacher is responsible for implementing the Governing Body's policy in practice and for developing detailed procedures. It is the Headteacher's responsibility to make decisions about administering medication. The Headteacher should also make sure that parents are aware of the school's Health and Safety policy, including arrangements for First Aid.

Teachers and Other School Staff

Teachers' conditions of employment do not include giving First Aid, although any member of staff may volunteer to undertake these tasks. Teachers and other staff in charge of students are expected to use their best endeavours at all times, particularly in emergencies.

Other Health Professionals

The school will receive support and advice as necessary from the following in conjunction with meeting the needs of students with medical needs:

- the local health authority
- the school health service

- the school nurse
- the general practitioner (with the consent of the child's parents)
- the community paediatrician
- the diabetic nurse

Short Term Medical Needs

At times, it may be necessary for a child to finish a course of medication at school. However, where possible, parents will be encouraged to administer the medicine outside school hours. First Aid staff are unable to dispense any medications except for Diabetes, Allergies and ADHD for which they have received specialist training. (written records are kept in all cases).

In the case of students suffering from acute pain, such as migraine prescription medication may then be brought into school in the prescribed box with the dispensing label on. This must contain the single required dose for that day only. A consent to carry medication form will be issued for the parent to sign and return to school. Other medications such as eye/ear drops for non-contagious conditions dispensed from the doctors may also be carried with the consent form.

Asthma inhalers are allowed to be carried by the students.

At no time can over the counter medications such as Paracetamol and Ibuprofen be brought into school.

Long Term Medical Needs

The school needs to have sufficient information of any student with long term medical needs. If a child's medical needs are not supported this may have a significant impact on a child's experiences and the way they function.

The Special Education Needs (SEN) Code of Practice 2001 advises that a medical diagnosis or a disability does not necessarily imply SEN. It is the child's educational needs rather than a medical diagnosis that **must** be considered.

Individual Health Care Plans

These enable the school to identify the level of support that is needed at school. Those who may need to contribute to the plan are:

- the Headteacher
- the parent or carer
- the child
- Year Team Leader
- Teaching Assistant
- First Aid staff
- the school health service, the child's GP or other health care professionals.

Refusing Medication

If a child refuses to take medication, the school staff will not force them to do so. The school will inform the child's parents as a matter of urgency. If necessary, the school will call the emergency services.

School Trips

Staff supervising trips should be aware of any medical needs, and relevant emergency procedures. Sometimes an additional supervisor might accompany a particular student. A copy of any health care plans should be taken on trips in the event of the information being required in an emergency. If

staff are concerned about whether they can provide for a student's safety, or the safety of other students on a trip, they will seek medical advice from the parent/carer or the School Health Service.

Sporting Activities

Children with medical needs will be encouraged to take part in sporting activities appropriate to their own abilities. Any restrictions on a student's ability to participate in PE will be included in their individual health care plan.

Some students may need to take precautionary measures before or during exercise and/or need to be allowed immediate access to their medication if necessary. Teachers should be aware of relevant medical conditions and emergency procedures.

All adults should be aware of issues of privacy and dignity for children with particular needs.

Confidentiality

The school will treat medical information confidentially. The Headteacher will agree with the parent/carer who will have access to records and information about a student. If information is withheld from staff they cannot be held responsible if they act incorrectly in giving medical assistance but otherwise in good faith.

Strong Medication

Controlled medication for ADHD is kept in a secure place not accessible to students. When given to the students for whom it is prescribed it is checked and signed for by two members of staff.

Disposal of medicines

Parent/carer must collect medicines held at school at the end of each term. Parents are responsible for disposal of expired medicines.

Hygiene/Infection Control

Staff should follow basic hygiene procedure. Staff should use protective disposable gloves and take care when dealing with blood or other body fluids and disposing of dressing or equipment.

Emergency Procedures

Allocated staff have regular training in First Aid and know how to call the emergency services. A student taken to hospital by ambulance will be accompanied by a member of staff until the student's parents arrive.

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