



# Bishop Douglass Catholic School

In Pursuit of Excellence

## SUPPORTING PUPILS WITH MEDICAL CONDITIONS

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### PRINCIPLES

**“Heal me, O Lord, and I shall be healed; save me, and I shall be saved, for you are my praise.”**

**Jeremiah 17:14**

The term ‘medical condition’ covers pupils who need the regular and ongoing support of the medical profession and medical intervention/drugs in order to function successfully.

### AIMS

The governing body acknowledges a duty to ensure that all children recognised by the Headteacher as having a medical condition or conditions (as defined in this policy) are properly supported in school so that they can play a full part in school life and can enjoy the same opportunities as afforded to any other child. Consequently, the governors will strive to be sympathetic to the needs of this group and will seek to ensure that reasonable adjustments accommodate those who are recognised as having a medical condition. They would wish the School to respond sensitively, discreetly and quickly to situations where a child with a recognised medical condition requires support.

### PROCEDURES

When a child is recognised as having a medical condition, requiring management at school level, a **healthcare plan** will be drawn-up setting out the arrangements to be made. The school’s named medical officer - answerable to the Special Educational Needs Co-ordinator (SENCO) - is the Headteacher’s lead representative for the school and will support the Headteacher by ensuring:

1. Appropriate training for staff including training for absence cover.
2. Appropriate briefing for staff (including supply and casual staff) who have a key responsibility towards those pupils recognised as having medical conditions so that they are aware of the medical condition and know how to support effectively and react in an emergency.
3. The completion of appropriate risk assessments eg for taking a child on a school trip. The formulation and monitoring of healthcare plans at least annually (which would take into consideration where appropriate, input from a healthcare professional and parent/carer views)

4. Transition arrangements for pupils moving into or out of the school.
5. Pupils with serious medical conditions are included on the vulnerable children list kept by the school and displayed in the staffroom.

## **KEY PROCEDURES**

When we are notified of a medical condition or a change in a medical condition for a pupil on roll at the school, parents/carers will be invited in for a meeting or succession of meetings to put a plan into place. This will also outline what actions will be taken in any emergency situation.

Generally the school will not become involved in administering any medicines and children will self-medicate if they are able to do this for themselves. If the school does agree in an exceptional case to administer and store medicines, then parents will have to complete a separate permission form (Appendix One) and this has to be agreed by the named medical officer and will be dispensed by one of the Student Services Team. NB Only trained members of staff will inject insulin or administer an epipen.

All medicines must be named and accompanied by written instructions from the parent and/or the GP specifying the medication involved, circumstances under which it should be administered, frequency and levels of dosage. The smallest practicable dose should be brought to school preferably in individual original containers clearly labelled with the child's name and dosage instructions.

Parents are responsible for ensuring that there is sufficient medication and that it has not passed its expiry date.

The Students Services Team will dispense one paracetamol to children if it is deemed appropriate and the parental/carer permission has been given. Written records will be kept of all medicines administered to children and parent/carers informed. Any complaints about how pupils with medical conditions are supported can be made under the **Governors' Complaints Policy**.

## **CHILDREN WITH HEALTH NEEDS WHO CANNOT ATTEND SCHOOL**

The governors recognise our responsibility to ensure that children absent from school for medical reasons have some continuity in their education as far as their conditions permits. We aspire to providing support that will facilitate a smooth reintegration at a later date in to mainstream education.

Staff at Bishop Douglass School work in partnership with pupils, parents/carers, medical services, other professionals and education providers to enable children and young people with medical needs who are unable to attend school to receive education in a hospital setting or at home. Our Heads of Year will be proactive in promoting the education of pupils on roll who are not able to attend school for health reasons ie unable to attend school for reasons of sickness, injury or mental health needs and where a Doctor certifies that a child should or cannot attend school. This policy is based upon the statutory guidance for Local Authorities 'Ensuring a good education for children who cannot attend school because of health needs', January 2013. This comes under the category of 'education otherwise' when the child remains on the school roll and is educated temporarily in a hospital setting or through home tuition.

## **INSURANCE**

The Governing Body of Bishop Douglass School ensures that an appropriate level of insurance is in place and reflects the level of risk presented by children with medical conditions. See Commercial Combined policy KSC 242048 0703 with Zurich Insurance.

**Named Medical Officer** – Evelyn Thompson

**SENCO** – Isabelle Goursaud

**This policy will be reviewed every two years**

Approved by Governors' Pastoral & Ethos Committee 2<sup>nd</sup> March 2015

Reviewed by Governors' Pastoral & Ethos Committee 21<sup>st</sup> June 2017

Reviewed by Governors' Pastoral & Ethos Committee 6<sup>th</sup> November 2019

Reviewed by Governors' Pastoral & Ethos Committee 4<sup>th</sup> March 2020

Reviewed by Governors' Pastoral & Ethos Committee 3<sup>rd</sup> March 2021