

Windmill Hill Academy

Access to Education for Pupils with Medical Needs

The An Daras Multi Academy Trust (ADMAT) Company

An Exempt Charity Limited by Guarantee

Company Number/08156955

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Recommended	
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Advisory Committee	Local Governing Advisory Body
Linked Documents and Policies	Equality Action Plan Accessibility Plan Managing Medicines in School Policy SEND Policy

Windmill Hill Academy

Access to Education for Pupils with Medical Needs

1.0 Rationale:

Pupils are regarded as having medical needs if they have a medical condition that, if not properly managed could affect their health and limit their access to education. Clear procedures that are understood and accepted by staff, parents and pupils, ensure that all pupils receive appropriate care and support.

2.0 Legislation and statutory responsibilities

This policy meets the requirements under [Section 100 of the Children and Families Act 2014](#), which places a duty on governing boards to make arrangements for supporting pupils at their school with medical conditions.

It is also based on the Department for Education's statutory guidance: [Supporting pupils at school with medical conditions](#).

3.0 AIMS:

- To provide pupils with a broad and balanced curriculum and as much access to education as their medical condition allows.
- To respond positively and flexibly to pupils' health needs.
- To work in partnership with parents/carers and health professionals and reach agreement on the school's role in managing individual medical needs.
- To maintain regular communication and exchange of relevant information between home and school.
- To ensure clear procedures are in place regarding day to day treatment, out of school visits or in the event of an emergency
- To ensure that willing staff have appropriate training to support pupils with medical needs.

4.0 Roles and responsibilities

4.1 The governing board

The governing board has ultimate responsibility to make arrangements to support pupils with medical conditions. The governing board will ensure that sufficient staff have received suitable training and are competent before they are responsible for supporting children with medical conditions.

4.2 The Executive Head Teacher / Head of School

The Executive Head Teacher / Head of School will:

- Make sure all staff are aware of this policy and understand their role in its implementation
- Ensure that there is a sufficient number of trained staff available to implement this policy and deliver against all individual healthcare plans (IHPs), including in contingency and emergency situations
- Take overall responsibility for the development of IHPs

- Make sure that school staff are appropriately insured and aware that they are insured to support pupils in this way
- Contact the school nursing service in the case of any pupil who has a medical condition that may require support at school, but who has not yet been brought to the attention of the school nurse
- Ensure that systems are in place for obtaining information about a child's medical needs and that this information is kept up to date

4.3 Staff

Supporting pupils with medical conditions during school hours is not the sole responsibility of one person. Any member of staff may be asked to provide support to pupils with medical conditions, including the administration of medicines.

Those staff who take on the responsibility to support pupils with medical conditions will receive sufficient and suitable training and will achieve the necessary level of competency before doing so.

Teachers will take into account the needs of pupils with medical conditions that they teach. All staff will know what to do and respond accordingly when they become aware that a pupil with a medical condition needs help.

4.4 Parents

Parents will:

- Provide the school with sufficient and up-to-date information about their child's medical needs
- Be involved in the development and review of their child's IHP and may be involved in its drafting
- Carry out any action they have agreed to as part of the implementation of the IHP e.g. provide medicines and equipment

4.5 Pupils

Pupils with medical conditions will often be best placed to provide information about how their condition affects them. Pupils should be fully involved in discussions about their medical support needs and contribute as much as possible to the development of their IHPs. They are also expected to comply with their IHPs.

4.6 School nurses and other healthcare professionals

Our school nursing service will notify the school when a pupil has been identified as having a medical condition that will require support in school. This will be before the pupil starts school, wherever possible.

Healthcare professionals, such as GPs and paediatricians, will liaise with the school nurse and notify them of any pupils identified as having a medical condition.

5.0 Guidelines

- Designated school adults are responsible for the administration of treatments and medication within school. They work closely with parents and health professionals to ensure pupils have maximum access to the curriculum.
- Some staff are trained in specific medical competencies and are monitored by medical professionals to perform these specific medical procedures, such as epilepsy emergency medication.
- Children who have medical needs accessing school trips are risk assessed and appropriately trained staff are provided for their medical support.

- The class teacher is responsible for liaising with pupils who are unable to attend school because of medical needs and is charged with providing suitable activities and/or work for use at home.
- Arrangements are in place to ensure a swift exchange of information between Windmill Hill Academy staff, Health, Welfare & Hospital staff (e.g. Derriford Hospital School) in order to ensure continuity and the provision of appropriate work.
- The Education Welfare Officer is informed if a child is absent from school for an extended period due to medical needs.
- Parents / carers are kept informed of any issues or concerns regarding their child's medical needs.
- Staff are familiar with procedures required to meet the needs of pupils with medical conditions during out of school visits. This includes risk assessments, knowledge of the administration and safe storage of medication and emergency procedures.
- Confidentiality is respected.

6.0 Equal opportunities

Windmill Hill Academy is clear about the need to actively support pupils with medical conditions to participate in school trips and visits, or in sporting activities, and not prevent them from doing so.

The school will consider what reasonable adjustments need to be made to enable these pupils to participate fully and safely on school trips, visits, sporting activities and residential.

Risk assessments will be carried out so that planning arrangements take account of any steps needed to ensure that pupils with medical conditions are included. In doing so, pupils, their parents and any relevant healthcare professionals will be consulted.

7.0 Other relevant policies

This policy needs to be born in mind when reading St Stephens '**Managing Medicines in School policy**'.

Reports and information

This policy will be shared with all staff and published on our school website.