



Supporting Pupils with Medical Conditions Policy

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1. Aims

The school is committed to ensuring that all pupils with medical conditions receive the care and support they need to access a full, inclusive education and achieve their potential.

We recognise that pupils may have short-term or long-term medical conditions, including physical and mental health needs, which may require individualised support to enable them to attend school regularly, participate fully in school life and access learning safely and effectively.

We will ensure that no pupil with a medical condition is denied admission to, or prevented from participating in, any aspect of school life solely because appropriate arrangements for their medical needs have not yet been made.

The aims of this policy are to ensure that:

- All pupils with medical conditions are safe, supported and able to access the same educational opportunities as their peers, including educational visits, residential trips, enrichment activities, physical education, extracurricular clubs and sporting events, wherever it is safe and appropriate to do so;
- Pupils, parents/carers and staff understand the school's arrangements for supporting pupils with medical conditions;
- Appropriate procedures are in place to identify, assess and manage medical needs effectively, promoting pupils' health, wellbeing, attendance and achievement;
- Individual Healthcare Plans (IHPs) are developed, implemented, monitored and reviewed in partnership with pupils (where appropriate), parents/carers and relevant healthcare professionals;
- Staff receive appropriate information, instruction and training to enable them to fulfil their roles confidently and safely;
- Medicines are stored, administered and recorded safely in accordance with statutory guidance and the school's procedures;
- Pupils with medical conditions are protected from discrimination and supported in accordance with the Equality Act 2010 and, where applicable, the Special Educational Needs and Disability (SEND) Code of Practice;
- Effective communication and partnership working takes place between the school, families, healthcare professionals, the local authority and other relevant agencies to ensure pupils receive coordinated support;
- Appropriate arrangements are in place to support pupils with allergies and those at risk of anaphylaxis, reflecting current national guidance and recognised best practice, including guidance produced by organisations such as Anaphylaxis UK, Allergy UK and the Benedict Blythe Foundation;
- Food provision and allergen management arrangements reflect current food safety legislation and the principles underpinning Natasha's Law, ensuring that pupils with food allergies are appropriately safeguarded;
- Pupils are encouraged, where appropriate to their age and understanding, to develop independence in managing their own medical conditions while receiving appropriate support from staff.

2. Legislation and Guidance

This policy has been developed in accordance with the Department for Education's (DfE) statutory guidance and the school's duties under relevant legislation relating to supporting pupils with medical conditions.

In developing and implementing this policy, the school has had regard to the following legislation and guidance:

- **Children and Families Act 2014** (Section 100), which places a statutory duty on governing bodies of maintained schools, proprietors of academies and management committees of pupil referral units to make arrangements for supporting pupils with medical conditions;
- **Department for Education (DfE): Supporting Pupils at School with Medical Conditions** (statutory guidance), which sets out the responsibilities of schools in meeting pupils' medical needs;
- **Equality Act 2010**, which requires schools to make reasonable adjustments for disabled pupils and to ensure they are not disadvantaged because of a disability, including many long-term medical conditions;
- **Special Educational Needs and Disability (SEND) Code of Practice: 0–25 years**, where a pupil's medical condition also results in special educational needs;
- **Keeping Children Safe in Education (KCSIE)** (current edition), recognising that safeguarding and promoting the welfare of children includes supporting pupils whose medical conditions may make them more vulnerable;
- **Health and Safety at Work etc. Act 1974**, which places duties on employers to ensure, so far as is reasonably practicable, the health, safety and welfare of employees and others affected by their activities;
- **Human Medicines Regulations 2012**, relating to the possession, supply and administration of medicines, including emergency medicines held by schools where permitted by law;
- **Data Protection Act 2018** and the **UK General Data Protection Regulation (UK GDPR)**, governing the appropriate collection, storage, use and sharing of personal and medical information.

The school also has regard to current national guidance and recognised best practice relating to the management of medical conditions, including asthma, diabetes, epilepsy and severe allergies.

Where appropriate, the school will follow recognised guidance produced by organisations including the Department of Health and Social Care, NHS England, Anaphylaxis UK, Allergy UK and the Benedict Blythe Foundation to support the safe management of pupils at risk of anaphylaxis and other serious medical conditions.

The school recognises the importance of effective allergen management and will ensure that arrangements for pupils with food allergies reflect current food safety legislation and the principles underpinning Natasha's Law. Appropriate risk assessments, communication procedures and emergency arrangements will be implemented to minimise the risk of allergen exposure.

3. Roles and Responsibilities

Supporting pupils with medical conditions is a shared responsibility. The school will work collaboratively with pupils, parents/carers, healthcare professionals, social workers (where applicable), local authorities and other relevant agencies to ensure that appropriate support is provided.

3.1 Board Members

The Board Members are responsible for ensuring that the school fulfils its statutory and safeguarding responsibilities in relation to supporting pupils with medical conditions. They will ensure that:

- Appropriate arrangements are in place to support pupils with medical conditions;
- This policy is implemented effectively and reviewed regularly;

- Sufficient resources are available to support pupils safely and effectively;
- Staff receive appropriate training and regular updates to enable them to meet pupils' medical needs;
- Suitable arrangements are in place to ensure trained staff are available whenever medical support may be required;
- Appropriate systems are in place for the safe storage, administration and recording of medicines;
- Individual Healthcare Plans (IHPs) are implemented, reviewed and monitored;
- Pupils with medical conditions are not disadvantaged or discriminated against and are able to participate fully in school life wherever it is safe and appropriate to do so;
- The school fulfils its duties under safeguarding, equality, health and safety and data protection legislation.

3.2 Head of School

The Head of School has overall responsibility for implementing this policy on a day-to-day basis and will ensure that:

- All staff understand and follow this policy;
- Appropriate arrangements are in place to meet pupils' medical needs;
- Individual Healthcare Plans are developed, implemented and reviewed in partnership with parents/carers, healthcare professionals and, where appropriate, pupils;
- Appropriate staffing levels and contingency arrangements are maintained;
- Suitable training is provided and refreshed regularly;
- Staff are informed of pupils' medical conditions where this is necessary for them to carry out their duties safely;
- Risk assessments are completed where pupils require additional support during educational visits, residential visits, transport, sporting activities or other school activities;
- Appropriate records relating to medicines, healthcare plans, incidents and staff training are maintained;
- Concerns relating to pupils' medical needs are acted upon promptly and appropriate referrals made where necessary.

3.3 Designated Medical Lead

The Head of School will appoint a designated Medical Lead to coordinate arrangements for pupils with medical conditions. This person will:

- Act as the main point of contact for parents/carers and healthcare professionals;
- Coordinate the development, implementation and review of Individual Healthcare Plans;
- Ensure medical information is shared appropriately with relevant staff;
- Maintain accurate records relating to pupils' medical needs;
- Coordinate staff training and maintain records of completed training;
- Monitor medication expiry dates and emergency medical equipment where this is held by the school;
- Coordinate emergency procedures and review incidents to identify any improvements required.

3.4 Staff

All staff have a responsibility to support pupils with medical conditions in accordance with this policy and the training they have received.

Staff will:

- Be familiar with this policy and relevant Individual Healthcare Plans;
- Undertake training appropriate to their role;
- Respond appropriately in an emergency, including following Individual Healthcare Plans and summoning emergency assistance where required;
- Administer medicines only where they have received appropriate training and authorisation;
- Maintain appropriate records following the administration of medicines or any medical incident;
- Respect pupils' dignity, privacy and confidentiality;
- Promote pupils' independence where appropriate, while ensuring their safety at all times.

No member of staff will be required to administer medication or undertake healthcare procedures unless they have received appropriate training, feel competent to do so and have agreed to undertake the role. Appropriate support will always be available.

3.5 Parents and Carers

Parents/carers have prime responsibility for their child's health and should work in partnership with the school.

They are expected to:

- Provide accurate and up-to-date medical information;
- Notify the school promptly of any changes to their child's medical condition or treatment;
- Provide medicines in their original packaging with the pharmacy dispensing label where required;
- Ensure medicines supplied to school are within their expiry date;
- Participate in the development and review of Individual Healthcare Plans;
- Provide any emergency medication and ensure it is replaced before its expiry date.

3.6 Pupils

Where appropriate and in accordance with their age, understanding and individual needs, pupils will be encouraged and supported to:

- Understand their medical condition;
- Participate in decisions about their support;
- Develop independence in managing their condition where this is safe and appropriate;
- Inform a member of staff if they feel unwell or require medical assistance.

3.7 Healthcare Professionals and Other Agencies

The school recognises the important role of healthcare professionals and other agencies in supporting pupils with medical conditions.

The school will work collaboratively with:

- GPs and paediatricians;

- School nurses and specialist nurses;
- Therapists and allied health professionals;
- Local authority services;
- Social workers and Virtual School colleagues for pupils who are Looked After or Previously Looked After;
- Carers and residential providers where applicable.

Advice from healthcare professionals will inform Individual Healthcare Plans, staff training and risk assessments where appropriate.

4. Individual Healthcare Plans (IHPs)

The school recognises that Individual Healthcare Plans (IHPs) are an important tool in ensuring that pupils with medical conditions receive appropriate, consistent and safe support during the school day and whilst participating in all school activities.

Not all pupils with a medical condition will require an Individual Healthcare Plan. The Head of School, in consultation with parents/carers and relevant healthcare professionals, will determine whether an IHP is necessary based on the pupil's medical needs.

An Individual Healthcare Plan will normally be developed where a pupil:

- Has a long-term or complex medical condition;
- Requires prescribed medication or emergency medication whilst at school;
- Requires ongoing monitoring or medical intervention during the school day;
- Has a condition that may require emergency treatment;
- Has frequent absences due to a medical condition;
- Has an Education, Health and Care Plan (EHCP) where medical provision forms part of their support;
- Is Looked After or Previously Looked After and has identified medical needs requiring coordinated support.

4.1 Developing an Individual Healthcare Plan

Individual Healthcare Plans will be developed in partnership with:

- The pupil, where appropriate;
- Parent/carers;
- The Head of School or designated Medical Lead;
- Relevant healthcare professionals, including specialist nurses or therapists where appropriate;
- Social workers, foster carers, residential staff and Virtual School colleagues where appropriate.

Plans will be drawn up before, or as soon as possible after, a pupil joins the school or following a new diagnosis.

4.2 Content of an Individual Healthcare Plan

Where appropriate, an Individual Healthcare Plan will include:

- Details of the pupil's medical condition and how it affects them;
- Symptoms, triggers and any known risks;
- Prescribed medication, dosage, method of administration and storage requirements;
- Details of any emergency medication, including emergency inhalers or adrenaline auto-injectors (AAs);
- Daily care requirements and any support needed during the school day;
- Arrangements for meals, allergens and dietary management where relevant;

- Any specific educational, physical activity or environmental adjustments required;
- Arrangements for educational visits, off-site activities and transport where appropriate;
- What constitutes an emergency and the action staff should take;
- Contact details for parents/carers and relevant healthcare professionals;
- Arrangements for reviewing the plan.

4.3 Reviewing Individual Healthcare Plans

Individual Healthcare Plans will be reviewed:

- At least annually;
- Whenever a pupil's medical needs change;
- Following any significant medical incident;
- Following advice from healthcare professionals; or
- At the request of the pupil or their parent/carer.

Where appropriate, reviews will be aligned with Annual Reviews of an EHCP, Personal Education Plan (PEP) meetings for Looked After Children and other multi-agency review meetings to ensure a coordinated approach to supporting the pupil.

4.4 Sharing Information

Relevant information contained within an Individual Healthcare Plan will be shared with staff who have responsibility for supporting the pupil, in accordance with the school's safeguarding responsibilities and the requirements of the UK GDPR and the Data Protection Act 2018.

Information will only be shared on a need-to-know basis to ensure pupils receive appropriate support whilst respecting their dignity, privacy and confidentiality.

5. Managing Medicines

The school will ensure that medicines are managed safely and appropriately to enable pupils with medical conditions to attend school regularly and participate fully in all aspects of school life.

Medicines will only be administered at school when it would be detrimental to a pupil's health or school attendance if they were not administered during the school day.

The school will maintain written records of all medicines administered to pupils and parents/carers will be informed on the same day, or as soon as reasonably practicable, where medication has been administered during the school day.

Wherever possible, parents/carers should arrange for medicines to be administered outside normal school hours.

5.1 Prescribed Medicines

The school will only accept prescribed medicines that:

- Are in date;
- Are provided in the original container as dispensed by a pharmacist (except where this is not appropriate, for example inhalers or insulin delivery devices);
- Have the original pharmacy label clearly stating the pupil's name, the name of the medicine, dosage, method of administration and expiry date;
- Are accompanied by a completed parental consent form, where required by the school's procedures.

Medicines will be administered strictly in accordance with the prescriber's instructions and the pupil's Individual Healthcare Plan where applicable.

5.2 Non-Prescribed Medicines

The administration of non-prescribed medicines will only take place in accordance with the school's Medicines Administration Procedures and with written parental consent.

The school reserves the right to refuse to administer non-prescribed medicines where it is not considered appropriate or safe to do so.

5.3 Storage of Medicines

The school will ensure that:

- All medicines are stored securely and in accordance with the manufacturer's instructions;
- Medicines requiring refrigeration are stored in an appropriate medical refrigerator that is not accessible to pupils;
- Emergency medicines, including inhalers and adrenaline auto-injectors (AAs), are readily accessible and never locked away;
- Pupils who have been assessed as competent may carry and administer their own medication where this has been agreed by parents/carers, healthcare professionals and the school;
- All medicines are checked regularly to ensure they remain in date.

Parents/carers are responsible for replacing expired medicines promptly.

5.4 Administration of Medicines

Medicines will only be administered by members of staff who have received appropriate information, instruction and training and who have been authorised by the Head of School.

Whenever a medicine is administered:

- The correct pupil, medicine, dose, route and time will be checked;
- Administration will be recorded immediately using the school's agreed recording system;
- Any refusal, omission, error or adverse reaction will be recorded and reported in accordance with the school's procedures;
- Parents/carers will be informed where appropriate.

A second suitably trained member of staff may be asked to witness the administration of certain medicines where this is considered necessary to ensure safety.

5.5 Controlled Drugs

Controlled drugs will be stored securely in accordance with legal requirements.

Access will be restricted to authorised members of staff.

Controlled drugs will be administered in accordance with the prescriber's instructions and a record of administration will be maintained.

Where appropriate, controlled drugs will be counted and monitored in line with the school's medicines procedures.

5.6 Emergency Medication

Where a pupil has been prescribed emergency medication, this must be available at all times whilst the pupil is on site and during educational visits and off-site activities.

The school does hold:

- Emergency salbutamol inhalers in accordance with the Human Medicines (Amendment) Regulations;
- Spare adrenaline auto-injectors (AAIs) for use in an emergency in accordance with current legislation and Department of Health guidance.

Emergency medication will only be used:

- Where parental consent has been obtained where required;
- In accordance with the pupil's Individual Healthcare Plan;
- By appropriately trained members of staff;
- Where a pupil is experiencing, or is suspected to be experiencing a medical emergency or life-threatening condition requiring immediate intervention in accordance with their Individual Healthcare Plan and recognised emergency procedures.

Following the use of emergency medication:

- Emergency medical assistance will be sought where required;
- Parents/carers will be informed as soon as reasonably practicable;
- The incident will be fully documented and reviewed.

5.7 Self-Administration

The school recognises that some pupils may be competent to manage aspects of their own medical care.

Following discussion with parents/carers and healthcare professionals, pupils may be permitted to carry and self-administer medication where this is considered safe and appropriate.

The school will continue to provide appropriate supervision and support in accordance with the pupil's Individual Healthcare Plan.

5.8 Educational Visits and Off-site Activities

No pupil will be excluded from an educational visit or off-site activity solely because of a medical condition unless this is supported by an evidence-based risk assessment.

Appropriate arrangements will be made before any visit to ensure that:

- Medication accompanies the pupil;
- Suitably trained staff are present;
- Emergency procedures are understood;

Individual Healthcare Plans and emergency contact information are readily available.

Reasonable adjustments will be made wherever possible to enable pupils with medical conditions to participate safely.

5.9 Disposal of Medicines

Parents/carers are responsible for collecting medicines that are no longer required or have expired.

Medicines will not normally be disposed of by the school. Where disposal is necessary, this will be undertaken safely and in accordance with local pharmaceutical guidance.

5.10 Record Keeping

Accurate records will be maintained of:

- Medicines received by the school;
- Medicines administered;
- Medicines returned to parents/carers;
- Staff training relating to medical needs;
- Individual Healthcare Plans;
- Medical incidents and emergency interventions.

These records will be retained in accordance with the school's record retention schedule and data protection requirements.

5.11 Continuity of Care, Transport and Multi-Agency Working

The school recognises that some pupils may receive care and support across a number of settings, including home, foster care, residential provision, respite services, local authority transport and health services. Effective communication between all parties is essential to ensure pupils receive safe, consistent and coordinated care.

Where appropriate, the school will work in partnership with parents/carers, foster carers, residential providers, social workers, transport providers, healthcare professionals and the local authority to ensure that:

- Appropriate arrangements are in place for the safe transfer of medicines between settings;
- Emergency medication accompanies the pupil whenever required during transport, educational visits and off-site activities;
- Staff responsible for supervising pupils during transport or educational activities are aware of any medical needs and know how to respond in an emergency;
- Clear handover procedures are followed whenever responsibility for a pupil's care passes between adults or settings;
- Any changes to a pupil's medical condition, medication or Individual Healthcare Plan are communicated promptly to relevant professionals and carers;
- Medical arrangements are considered as part of Education, Health and Care Plan (EHCP) reviews, Personal Education Plan (PEP) meetings for Looked After and Previously Looked After Children, Child in Need (CiN) meetings, Child Protection Conferences and other multi-agency planning meetings where appropriate;
- Confidentiality is maintained, with medical information shared only with those who need to know in order to safeguard and support the pupil, in accordance with the UK GDPR and the Data Protection Act 2018.

Where pupils are Looked After Children or are subject to statutory safeguarding arrangements, the school will work closely with the child's social worker, the Virtual School, carers and relevant healthcare professionals to ensure that medical needs are fully considered within wider care planning and educational support arrangements.

The school recognises that effective multi-agency working is fundamental to promoting the health, wellbeing, attendance, inclusion and educational achievement of pupils with medical conditions.

6. Emergency Procedures

The school will ensure that appropriate arrangements are in place to respond promptly and effectively to any medical emergency involving a pupil.

All staff will be made aware of the emergency procedures relevant to pupils they support, including the location of emergency medication, Individual Healthcare Plans (IHPs) and emergency contact information.

In the event of a medical emergency:

- The school's First Aid Policy and emergency procedures will be followed;
- Appropriately trained staff will respond without delay;
- Emergency services will be contacted where necessary;
- Parents/carers will be informed as soon as reasonably practicable;
- The incident will be recorded in accordance with the school's reporting procedures.

Where a pupil has an Individual Healthcare Plan, staff will follow the emergency procedures detailed within the plan and take appropriate action, including administering emergency medication where they have received the appropriate training and authorisation.

Following any significant medical incident, the school will review the circumstances, consider whether any amendments to the pupil's Individual Healthcare Plan or risk assessment are required and identify any additional training or procedural improvements.

Further information regarding emergency first aid arrangements, accident reporting, first aid personnel and emergency response procedures can be found in the school's **First Aid Policy**.

7. Allergy Management and Anaphylaxis

The school is committed to providing a safe and inclusive environment for pupils with food allergies and those at risk of anaphylaxis.

Appropriate arrangements will be made to identify pupils with allergies, minimise the risk of allergen exposure, ensure staff receive appropriate training and provide an effective emergency response where required. Individual Healthcare Plans (IHPs) will be developed for pupils with significant allergies or those at risk of anaphylaxis, in partnership with parents/carers and relevant healthcare professionals.

The school recognises the importance of effective allergen management and will have regard to current legislation, Department for Education guidance and recognised national best practice, including the principles underpinning Natasha's Law and guidance published by organisations such as Anaphylaxis UK, Allergy UK and the Benedict Blythe Foundation.

Detailed procedures relating to allergy management, food safety, allergen control, the use of adrenaline auto-injectors (AAIs), staff training and emergency response are set out in the school's **Allergy Safety Policy**, which should be read alongside this policy.

8. Staff Training and Awareness

The school will ensure that staff receive appropriate information, instruction and training to enable them to support pupils with medical conditions safely, confidently and effectively.

Training will be proportionate to staff roles and responsibilities and will be reviewed regularly to ensure that knowledge and skills remain current.

The Head of School will ensure that:

- Appropriate induction is provided for new staff, volunteers and agency staff, as required;
- Staff receive training relevant to the medical needs of the pupils they support;
- Training is provided by appropriately qualified healthcare professionals or suitably competent trainers where specialist knowledge is required;
- Records of training undertaken are maintained and reviewed;
- Refresher training is provided when medical procedures, guidance or a pupil's needs change.

Staff who have responsibility for supporting pupils with medical conditions will receive information appropriate to their role, including:

- the contents of this policy;
- relevant Individual Healthcare Plans (IHPs);
- recognising the signs and symptoms of medical emergencies;
- the safe administration of medicines where authorised;
- emergency procedures relevant to individual pupils;
- maintaining confidentiality and handling sensitive medical information in accordance with UK GDPR and the Data Protection act 2018.

The school recognises that no member of staff should undertake the administration of medicines or healthcare procedures unless they have received appropriate training, are competent to do so and have agreed to undertake the role.

Where specialist medical procedures are required, staff will receive appropriate training from a suitably qualified healthcare professional before assuming responsibility for supporting a pupil.

The school will ensure that there are always sufficient trained members of staff available to support pupils with medical conditions during the school day, educational visits, off-site activities and other school events, including appropriate contingency arrangements for staff absence.

Further information relating to first aid training, allergy awareness training and emergency response procedures is contained within the school's **First Aid Policy** and **Allergy Safety Policy**, which should be read alongside this policy.

9. Record Keeping, Confidentiality and Information Sharing

The school recognises the importance of maintaining accurate records and handling medical information sensitively, lawfully and securely.

Information relating to a pupil's medical condition will be collected, stored, shared and retained in accordance with the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018 and the school's Data Protection Policy.

The school will maintain appropriate records relating to:

- Individual Healthcare Plans (IHPs);
- Parental consent for the administration of medicines;
- Medicines received, administered and returned;
- Staff training relating to medical conditions;
- Medical incidents and emergency interventions;
- Relevant risk assessments.

Medical information will only be shared with those members of staff and other professionals who need the information in order to support the pupil safely and effectively.

Where appropriate, information may also be shared with healthcare professionals, social workers, foster carers, residential providers, transport providers and the local authority to ensure continuity of care, safeguarding and effective multi-agency working.

Parents/carers will be informed about how their child's medical information is used and shared, and pupils will be involved in decisions about sharing information where appropriate to their age and understanding.

10. Unacceptable Practice

Although school staff should use their professional judgement and respond to each pupil's individual needs, it is generally considered unacceptable practice to:

- Prevent pupils from easily accessing their prescribed medication or administering their medication when they are competent and authorised to do so;
- Assume that every pupil with the same medical condition requires the same level of support;
- Ignore the views of the pupil, their parents/carers or relevant healthcare professionals;
- Send pupils with medical conditions home frequently or prevent them from remaining in school because appropriate support has not been provided;
- Prevent pupils from participating in school activities, educational visits, residential visits or sporting activities without an evidence-based risk assessment and consideration of reasonable adjustments;
- Require parents/carers, or otherwise make them feel obliged, to attend school to administer medication or provide medical support where this would not normally be expected;
- Penalise pupils for absences related to legitimate medical appointments, treatment or periods of illness;
- Compromise a pupil's dignity, privacy or confidentiality when providing medical support;
- Fail to seek appropriate medical assistance or emergency support when required.

The school is committed to ensuring that all pupils with medical conditions are supported appropriately, treated with dignity and respect, and enabled to participate fully in school life wherever it is safe and appropriate to do so.

11. Complaints

The school aims to work in partnership with pupils, parents/carers and healthcare professionals to resolve concerns promptly and informally wherever possible.

Any concerns regarding the support provided for a pupil with a medical condition should, in the first instance, be discussed with the Head of School or the designated Medical Lead.

Where concerns cannot be resolved informally, parents/carers may make a formal complaint in accordance with the school's **Complaints Policy**.

Nothing in this policy affects a parent's or carer's right to make a complaint under relevant legislation where they believe that statutory duties have not been fulfilled.

12. Monitoring and Review

This policy will be reviewed annually by the Head of School and Board Members, or sooner if:

- There are changes to legislation or statutory guidance;
- National guidance or recognised best practice is updated;
- The school's procedures change;

- Lessons are learned following a medical incident or emergency; or
- A review is requested by the Board Members.

The effectiveness of this policy will be monitored through:

- Regular reviews of Individual Healthcare Plans (IHPs);
- Monitoring of medical incidents, emergency interventions and near misses;
- Feedback from pupils, parents/carers, staff and relevant healthcare professionals, where appropriate;
- Review of staff training records and competency;
- Audits of medicines management, storage and administration records;
- Review of safeguarding, health and safety and medical support arrangements;
- Ongoing evaluation to ensure compliance with current legislation, statutory guidance and recognised best practice.

Any amendments identified as part of the review process will be implemented promptly and communicated to relevant staff, parents/carers and other stakeholders as appropriate.

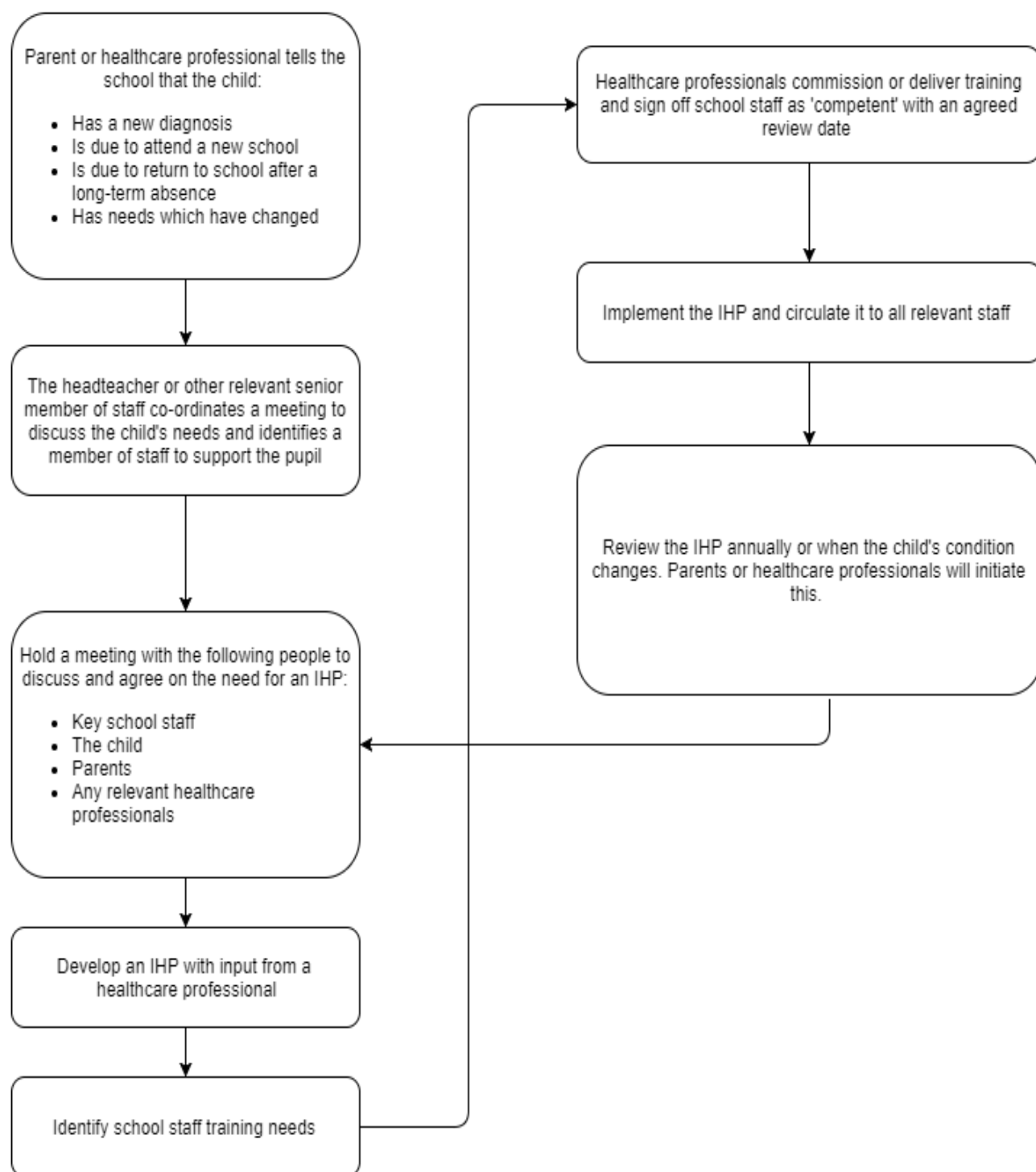
13. Linked Policies and Procedures

This policy should be read alongside the following school policies and procedures:

- Allergy Safety Policy
- First Aid Policy
- Safeguarding and Child Protection Policy
- Health and Safety Policy
- SEND Policy
- Accessibility Plan
- Educational Visits Policy
- Data Protection Policy
- Complaints Policy

Together, these policies support the school's commitment to safeguarding, inclusion and ensuring that pupils with medical conditions can participate fully and safely in all aspects of school life.

Appendix 1: Being notified a child has a medical condition



Appendix 2: Individual, Healthcare Plan

Name of school:

Child's name

Group/class/form

Date of birth

Child's address

Medical diagnosis or condition

Date

Review date

Family Contact Information

Name

Phone no. (work)

(home)

(mobile)

Name

Relationship to child

Phone no. (work)

(home)

(mobile)

Clinic/Hospital Contact

Name

Phone no.

G.P.

Name

Phone no.

Who is responsible for providing support in school

--

Describe medical needs and give details of child's symptoms, triggers, signs, treatments, facilities, equipment or devices, environmental issues etc

Name of medication, dose, method of administration, when to be taken, side effects, contra-indications, administered by/self-administered with/without supervision

Daily care requirements

Specific support for the pupil's educational, social and emotional needs

Arrangements for school visits/trips etc

Other information

Describe what constitutes an emergency, and the action to take if this occurs

Who is responsible in an emergency (*state if different for off-site activities*)

Plan developed with

Staff training needed/undertaken – who, what, when

Form copied to