



St. Francis Xavier's RC Primary School

Love one another as I have loved you

Supporting Pupils with Medical Conditions Policy

Our Mission

Share God's love with one another

Follow your dreams

EXcel in citizenship

Our Mission is to:

- Be a witness to the values, teaching and beliefs of the Roman Catholic Church
- Promote achievement and enjoyment for all
- Expect the best for individuals
- Inspire learning
- Collaborate with the community
- Promote a healthy and safe life style
- Create a sustainable school
- Continually strive to be effective

Definition

Pupils' medical needs may be broadly summarised as being of two types:

(a) Short-term affecting their participation in school activities when they are on a course of medication.

(b) Long-term potentially limiting their access to education and requiring extra care and support (deemed special medical needs. Please refer to Herefordshire Education of Children with Medical Needs Policy 2024).

Rationale

LAs and schools have a responsibility for the health and safety of pupils in their care. The Health and Safety at Work Act 1974 makes employers responsible for the health and safety of employees and anyone else on the premises. In the case of pupils with special medical needs, the responsibility of the employer is to make sure that safety measures cover the needs of all pupils at the school. This may mean making special arrangements for particular pupils who may be more at risk than their classmates. Individual procedures may be required. The employer is responsible for making sure that relevant staff know about and, if necessary, are trained to provide any additional support these pupils may need.

The Children and Families Act 2014, from September 2014, places a duty on schools to make arrangements for children with medical conditions. **Pupils with special medical needs have the same right of admission to school as other children and cannot be refused admission or excluded from school on medical grounds alone.** For more information regarding the duties of schools please refer to the Statutory Guidance [Supporting Pupils at School with a Medical Condition \(DfE 2015\)](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/803956/supporting-pupils-at-school-with-medical-conditions.pdf) https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/803956/supporting-pupils-at-school-with-medical-conditions.pdf

However, teachers and other school staff in charge of pupils have a common law duty to act in loco parentis and may need to take swift action in an emergency. This duty also extends to teachers leading activities taking place off the school site. This could extend to a need to administer medicine.

The prime responsibility for a child's health lies with the parent who is responsible for the child's medication and should supply the school with information. The school takes advice and guidance from the Department of Education, 'Supporting pupils at school with medical conditions' which encourages self-administration of medication when possible. Additional advice is obtained from our Health and Safety Advisor, Nick O'Sullivan.

A copy of this policy is available to parents and is on the school website.

Aims

The school aims to:

- assist parents in providing medical care for their children
- educate staff and children in respect of special medical needs

- arrange training for TAs and appropriate staff to support individual pupils
- liaise as necessary with medical services in support of the individual pupil
- ensure access to full education if possible
- monitor and keep appropriate records

Entitlement

The school accepts that pupils with medical needs should be assisted if at all possible and that they have a right to the full education available to other pupils.

The school believes that pupils with medical needs should be enabled to have full attendance and receive necessary proper care and support.

The school accepts all employees have rights in relation to supporting pupils with medical needs as follows:

- choose whether or not they are prepared to be involved
- receive appropriate training
- work to clear guidelines
- have concerns about legal liability
- bring to the attention of management any concern or matter relating to supporting pupils with medical needs

Expectations

It is expected that:

- parents will be encouraged to co-operate in training children to self-administer medication if this is practicable and that members of staff will only be asked to be involved if there is no alternative
- where parents have asked the school to administer the medication for their child they must ask the pharmacist to supply any such medication to be dispensed in a separate container, containing only the quantity required for school use. The prescription and dosage regime should be typed or printed clearly on the outside. The school will only administer medicines in which the dosage is required 4 times a day. The name of the pharmacist should be visible. Any medications not presented properly will not be accepted by school staff. Pupils should not bring in their own medicine. This should be brought into school by the parent. Parents will be required to complete a school medication consent form.
- that employees will consider carefully their response to requests to assist with the giving of medication or supervision of self-medication and that they will consider each request separately.
- the school will liaise with the School Health Service for advice about a pupil's special medical needs, and will seek support from the relevant practitioners where necessary and in the interests of the pupil. If necessary, an individual health care plan will be drawn up in conjunction with the parents.
- any medicines brought into school by the staff e.g. inhalers for personal use, should be stored in an appropriate place and kept out of the reach of the pupils. Any staff medicine is the responsibility of the individual concerned and not the school.

Policy into Practice

Relevant documentation will support pupils with medical needs in school.

This policy was written September 2014 and reviewed January 2016, May 2017, May 2019, May 2021, February 2024. The policy was adopted by the Pastoral Support Committee of the Governing Body of St Francis Xavier's RC Primary School on 11th March 2024.

The policy will be monitored every two years by members of the Senior Management Team and Chair of Pastoral Support Committee and will be reviewed March 2026.

Signed: *Ivan Powell* Date: 11.3.24 Chair of Pastoral Support Committee

Signed: *Diana Pearce* Date: 11.3.24 Headteacher

Diana Pearce

Updated: 15.5.17, 24.4.19, 10.5.21, 11.2.24