



Callington Community  
College

# Supporting Students with Medical Conditions

<b>Version</b>	<b>Date</b>	<b>Review Date</b>
January 2024	September 2025	September 2026
<b>Originator:</b>  Gemma Parker DSL	Authorised by Hub Advisory Board:	

- The policy was reviewed and revised in January 2022 to reflect updated statutory <sup>[1]</sup><sub>SEP</sub> guidance from the DfE, Keeping Children Safe in Education Sept **2023** and The Children and Families Act **2014**.
- The policy will be reviewed: Spring **2025** (or earlier if legislation changes) <sup>[1]</sup><sub>SEP</sub>
- The Designated Lead for Children with Health/Medical Needs is: **Miss Gemma Parker** <sup>[1]</sup><sub>SEP</sub>
- The SENDco is: **Mr Nick Griffiths**
- First Aid Lead is: **Mr Duncan Newman**
- The Principal is: **Mrs Wendy Ainsworth**

This policy is in line with:

- The Children and Families Act 2014.
- Keeping Children Safe in Education (September 2023).
- Department for Education's guidance on "Supporting pupils at school with medical conditions" (2015).

**This policy should also be read in conjunction with and alongside our other college adopted policies.**

## 1. Meeting your communication needs

We want to ensure that your needs are met. If you would like this information on audio type, in Braille, large print, any other format or interpreted in a language other than English, please contact the PA to the Principal, Mrs Amanda Underwood.

## 2. Statement of intent

Callington Community College wishes to ensure that pupils with medical conditions receive appropriate care and support at college. This policy has been developed in line with the Department for Education's guidance released in 2015 – “Supporting pupils at school with medical conditions”.

- The Children and Families Act 2014 includes a duty for schools to support children with medical conditions.
- Where children have a disability, the requirements of the Equality Act 2010 will also apply.
- Where children have an identified special need, the SEN Code of Practice will also apply.
- All children have a right to access the full curriculum, adapted to their medical needs and to receive the on-going support, medicines or care that they require at college to help them manage their condition and keep them well.
- We recognise that medical conditions may impact on social and emotional development as well as having educational implications.
- The college will build relationships with healthcare professionals and other agencies in order to support, effectively, pupils with medical conditions.
- Any pupil returning from illness or from an alternative placement as a result of a period of prolonged illness will be assigned a key worker and a reintegration plan will be established with them, their parent/carer and key medical staff in order to ensure that they are fully supported to catch up on any missed work.
- Reasonable adjustments will be made to enable pupils with medical

needs to participate fully and safely in day trips, residential visits, sporting activities and other activities beyond the usual curriculum.

- When carrying out risk assessments, parents/carers, pupils and healthcare professionals will be consulted where appropriate.

### 3. Roles and Responsibilities

The **Heads of Year with the First Aid Lead** (general medical conditions) / **SENDCo** (where there is SEND) are responsible for children with medical conditions.

They are responsible for:

- Informing relevant staff of medical conditions
- Working with parents and relevant professionals, develop an Individual Health Care Plan (IHCP)
- Ensuring that staff are aware of the need to communicate necessary information about medical conditions to supply staff and where appropriate, taking the lead in communicating this information
- Assisting with risk assessment for school visits and other activities outside of the normal timetable
- Monitoring and reviewing Individual Healthcare Plans
- Working together with parents, students, healthcare professionals and other agencies

**The WeST Governing Advisory Board are responsible** for:

Determining the college's general policy and ensuring that arrangements are in place to support children with medical conditions.

**The Designated Lead for Children with Health/Medical Needs** is responsible for:

- Overseeing the management and provision of support for children with medical conditions
- To support Heads of Year, First Aid Lead and SENDco with plans and risk assessments.

**The Principal** is responsible for:

- Ensuring that sufficient trained numbers of staff are available to implement the policy and deliver individual healthcare plans, including to cover absence and staff turnover
- Ensuring that school staff are appropriately insured and are aware that they are insured

**Teachers and Support Staff** are responsible for:

- The day to day management of the medical conditions of children they work with, in line with training received and as set out in IHPS
- Working with the named person, ensure that risk assessments are carried out for college visits and other activities outside of the normal timetable
- Providing information about medical conditions to supply staff who will be covering their role where the need for supply staff is known in advance

**The (Early Help) school nurse** is responsible for

- Notifying the school when a child has been identified as having a medical condition which will require support in college. Wherever possible this should be done before the child starts at our college.
- Providing support for staff on implementing a child's individual healthcare plan and providing advice and liaison with regard to training.

#### 4. Procedure when notification is received that a student has a medical condition

- The key worker will liaise with relevant individuals, including as appropriate parents, the individual student, health professionals and other agencies to decide on the support to be provided to the child
- Where appropriate, an Individual Healthcare Plan will be drawn up Individual Health Care Plans (IHCPs)
- An IHCP will be written for students with a medical condition that is long term and impacts on attendance and learning in school
- It will clarify what needs to be done, when and by whom and include

information about the child's condition, special requirements, medicines required, what constitutes an emergency and action to take in the case of an emergency clarity

- Where a child has SEN but does not have a statement or EHC plan, their special educational needs will be mentioned in their IHCP or ILP.
- IHCPs will be reviewed annually, or earlier if evidence is provided that a child's needs have changed

## 5. Administering medicines

Written consent from parents (usually delegated to First Aid Lead, Head of Year or SENDco) must be received before administering any medicine to a child at school.

Medicines will only be accepted for administration if they are:

1. Prescribed
2. In-date
3. Labelled
4. Provided in the original container as dispensed by a pharmacist and include instructions for administration, dosage and storage.
5. The exception to this is insulin which must be in date but will generally be available inside an insulin pen or pump, rather than in its original container.

Medicines should be stored safely. Children should know where their medicines are at all times.

Written records will be kept of all medicines administered to children.

Students who are competent to manage their own health needs and medicines, after discussion with parents/carers will be allowed to carry their own medicines and relevant devices or will be allowed to access their medicines for self-medication.

## 6. Action in emergencies

Request an ambulance – dial 999 and be ready with the information below. Speak slowly and clearly and be ready to repeat information if asked.

1. The college's telephone number:
2. Your name
3. Your location: [college address]
4. Provide the exact location of the patient within the school
5. Provide the name of the child and a brief description of their symptoms
6. Inform ambulance control of the best entrance to use and state that the crew will be met and taken to the patient:
  - Ask office staff to contact premises to open relevant gates for entry.
  - Contact the parents to inform them of the situation.
  - A member of staff should stay with the student until the parent/carer arrives.

\*If a parent/carer does not arrive before the student is transported to hospital, a member of staff should accompany the child in the ambulance.

#### 7. [Activities beyond the usual curriculum](#)

- Reasonable adjustments will be made to enable students with medical needs to participate fully and safely in day trips, residential visits, sporting activities and other activities beyond the usual curriculum.
- When carrying out risk assessments, parents/carers, students and healthcare professionals will be consulted where appropriate.

#### 8. [Unacceptable practice](#)

The following items are not generally acceptable practice with regard to children with medical conditions, although the school will use discretion to respond to each individual case in the most appropriate manner:

- Preventing children from easily accessing their inhalers and medication and administering their medication when and where necessary.
- Assuming that every child with the same condition requires the same

treatment, ignore the views of the child or their parents; or ignore medical evidence or opinion, (although this may be challenged).

- Sending children with medical conditions home frequently or preventing them from staying for normal school activities, including lunch, unless this is specified in their individual healthcare plans.
- If the child becomes ill, sending them to the school office or medical room unaccompanied or with someone unsuitable.
- Penalising children for their attendance record if their absences are related to their medical condition e.g. hospital appointments.
- Preventing students from drinking, eating or taking toilet or other breaks whenever they need to in order to manage their medical condition effectively.
- Requiring parents, or otherwise making them feel obliged, to attend school to administer medication or provide medical support to their child, including with toileting issues.
- Preventing children from participating or creating unnecessary barriers to children participating in any aspect of college life, including school trips, e.g. by requiring parents to accompany the child.

## 9. Complaints

- An individual wishing to make a complaint about actions regarding the school's actions in supporting a child with medical conditions should discuss this with the college in the first instance.
- If the issue is not resolved, then a formal complaint may be made, following the college complaints procedure.

## 10. Equality impact statement

We will do all we can to ensure that this policy does not discriminate, directly or indirectly.

We shall do this through regular monitoring and evaluation of our policies. On review we shall assess and consult relevant stakeholders on the likely impact of our policies on the promotion of all aspects of equality, as laid down in the Equality Act (2010). This will include, but not necessarily be limited to: race; gender; sexual orientation; disability; ethnicity; religion; cultural beliefs and pregnancy/maternity. We will use an appropriate

Equality Impact Assessment to monitor the impact of all our policies and the policy may be amended as a result of this assessment.

## 11. Review

Governors will review this policy annually. However, any key incidents are discussed with governors at each governors meeting.

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Appendix:

<b>1</b>	Parent or healthcare professional informs the College that the child has a medical condition or is due to return from long-term absence, or that needs have changed.
<b>2</b>	Heads of Year and First Aid Lead and/or SENDco coordinates meeting to discuss the child's medical needs and identify members of college staff who will provide support to the pupil.
<b>3</b>	Meeting held to discuss and agree on the need for IHCP to include key college staff, child, parent and relevant healthcare professionals.
<b>4</b>	Develop IHCP in partnership with healthcare professionals and agree on who leads.
<b>5</b>	College staff training needs identified.
<b>6</b>	Training (if required) delivered to staff - review date agreed.
<b>7</b>	IHCP implemented and circulated to relevant staff.
<b>8</b>	IHCP reviewed annually or when conditions change. Parent/carer or healthcare professional to initiate. (Back to3)