Mesne Lea Primary School

Working together for individual excellence

Supporting Pupils with Medical Conditions Policy

Reviewed By: A Cartwright

Date of Issue: January 2026

Next Review Date: January 2027

Rationale

At Mesne Lea Primary school, we believe that all pupils have the right to full access to the curriculum, school trips and physical education, adapted to their medical needs and to receive the on-going support, medicines or care that they require at school to help them manage their condition, keep them well and meet their full potential. We recognise that medical conditions may impact social and emotional development as well as having educational implications. We will build relationships with healthcare professionals and other agencies in order to support pupils with medical conditions.

As part of this policy we will have due regard for the following documents:

➢ Department for Education's statutory guidance, 'Supporting pupils at school with medical conditions', December 2015 (updated 2017). This statutory guidance also refers to other specific laws.
➢ The Children and Families Act 2014 (which includes a duty for schools to support children with medical conditions)
➢ Where children have a disability, the requirements of the Equality Act 2010
➢ Where children have an identified special need, the SEN Code of Practice
➢ Other school policies, including Attendance and Punctuality, Safeguarding and Child Protection, Equality Scheme and Policy, Behaviour and Discipline Policy, Medicines in School, First Aid, Asthma Policy, Intimate Care and Special Educational Needs

Introduction

At Mesne Lea Primary School, children with medical conditions, in terms of both physical and mental health, will be properly supported in school so that they can play a full and active role in school life, remain healthy and achieve their academic potential and that they can access and enjoy the same opportunities at school as any other child.

We recognise that pupils with long-term and complex medical conditions may require ongoing support, medicines or care while at school to help them to manage their condition and keep them well. Others may require monitoring and interventions in emergency circumstances. We recognise that each child's need, including emotional support should they develop emotional disorders due to their condition, are individual.

We also recognise that needs may change over time, and that this may result in extended absence from school. The school will make every effort to minimise the impact on a child's educational attainment and support his or her emotional and general well-being, including any necessary re-integration programmes. The school will focus on giving pupils and their parents every confidence in the school's approach.

The school recognises that some children who require support with their medical conditions may also have Special Educational Needs and may have an Education Healthcare Plan (EHCP). We will work together with other schools, health professionals, other support services, and the Local Authority. Sometimes it may be necessary for the school to work flexibly, and may, for example, involve a combination of attendance at school and alternative provision.

The admission to school is conducted by Salford City Council. No child with a medical condition will be denied admission on the grounds that arrangements for their medical condition have not been made. In line with the school's safeguarding duties, the school does not have to accept a child in school at times where it would be detrimental to the health of that child or others to do so.

Roles and Responsibilities

Supporting a child with a medical condition during school hours is not the sole responsibility of one person. The school will work collaboratively; both with staff within the organisation and with outside agencies, as the circumstances of each child dictate.

The Named People responsible for children with medical conditions are: Anmarie Cartwright (Deputy headteacher) and Kathryn Dougill (SENDCO) These people are responsible for:

➢ Informing relevant staff of medical conditions

➢ Arranging training for identified staff

➢ 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

➢ Developing, monitoring and reviewing Individual Healthcare Plans

➢ Working together with parents, pupils, healthcare professionals and other agencies.

The Governing Body is responsible for:

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

➢ The Governing Body will ensure that staff receive suitable training and that they are competent before they take on the responsibility to support children with medical conditions.

➢ Ensuring Health Care Plans are updated annually

➢ The policy is reviewed regularly and is readily accessible to parents and school staff.

The Headteacher is responsible for:

➢ Overseeing the management and provision of support for children with medical conditions, including the overall development of individual healthcare plans

➢ 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:

➢ In some circumstances, teachers may be asked to complete Individual Health Care Plans alongside parents, particularly for well managed asthma / eczema

➢ The day to day management of the medical conditions of children they work with, in line with training received and as set out in the Individual Health Care Plan

➢ Working with the named person, ensure that risk assessments are carried out for school 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

➢ Any member of the school staff may be asked to provide support to pupils with medical conditions, including the administration of medicines, although they cannot be required to do so. Although administering medicines is not part of a teachers' professional duties, they should take into account the needs of pupils with medical conditions they teach.

The school nurse is responsible for:

➢ Notifying the school when a child has been identified as having a medical condition which will require support in school. Wherever possible this should be done before the child starts at our school

➢ Providing support for staff on implementing a child's Individual Health Care plan and providing advice and liaison including with regard to training.

Parents / carers are responsible for:

➢ providing the school with sufficient and up-to-date information about their child's medical needs.

➢ At Mesne Lea Primary School, parents are seen as key partners and they will be involved in the development and review of their child's individual healthcare plan, and may be involved in its drafting

➢ Parents should carry out the action they have agreed to as part of its implementation, e.g. Provide medicines and equipment and ensure they or another nominated adult are contactable at all times.

Pupils:

➢ Pupils with medical conditions may be best placed to provide information about how their condition affects them. They should be involved in discussions about their medical support needs and contribute as much as possible to the development of and comply with their individual healthcare plan.

Procedure Following Notification that a Pupil has a Medical Condition

The school, in consultation with all relevant stakeholders including parents, will:

➢ Decide on the support to be provided to the child and draw up Individual Healthcare plans as necessary

➢ Ensure that arrangements are put into place to cover transition from another setting, upon being notified that a child is coming into school with a medical condition

➢ Ensure that arrangements are implemented following reintegration into the school or when the needs of a child change

➢ Put arrangements into place in time for the start of the new school term. In other cases, such as a new diagnosis or children moving to a new school mid-term, every effort will be made to ensure that arrangements are in place within two weeks.

➢ Provide support to pupils

➢ Ensure any staff training needs are identified and met

Individual Healthcare Plans

➢ The schools SENCo will be responsible for co-ordinating the creation of an Individual Health Care Plan where one is deemed necessary

➢ An Individual Health Care Plan will be written for pupils with a medical condition that is long term and / or complex

➢ 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

➢ Where a child has SEN but does not have a statement or EHC plan, their special educational needs will be mentioned in their Individual Health Care Plan

➢ Individual Health Care Plans will be reviewed annually, or earlier if evidence is provided that a child's needs have changed

➢ For well managed asthma or eczema conditions teaching staff will be asked to complete the Individual Health Care Plans with parents

Emergency Procedures

A child's Individual Health Care plan will clearly define what constitutes an emergency and the action to be taken, including ensuring that all relevant staff are aware of emergency symptoms and procedures. It may be necessary to inform other pupils in general terms so that they can inform a member of staff immediately if they think help is needed. If a child is taken to hospital, staff should stay with the child until the parent arrives, or accompany a child taken to hospital by ambulance. Accurate information about the child will be provided to the emergency services at the call out stage, during any first response stage, or subsequent moving on to hospital.

Activities Beyond the Usual Curriculum

➢ 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 unless evidence from a clinician, such as a GP, states that this is not possible

➢ When carrying out risk assessments, parents/carers, pupils and healthcare

professionals will be consulted where appropriate.

Staff Training and Support

➢ All staff will be made aware of the specific needs of each child with a medical condition and will be competent and confident enough to deliver the support
➢ It must be noted that a First Aid certificate alone will not suffice for training to support children with medical conditions
➢ All members of staff will be informed about **the Supporting Pupils with Medical** Conditions Policy and it will be included in the induction arrangements for new staff to the school.

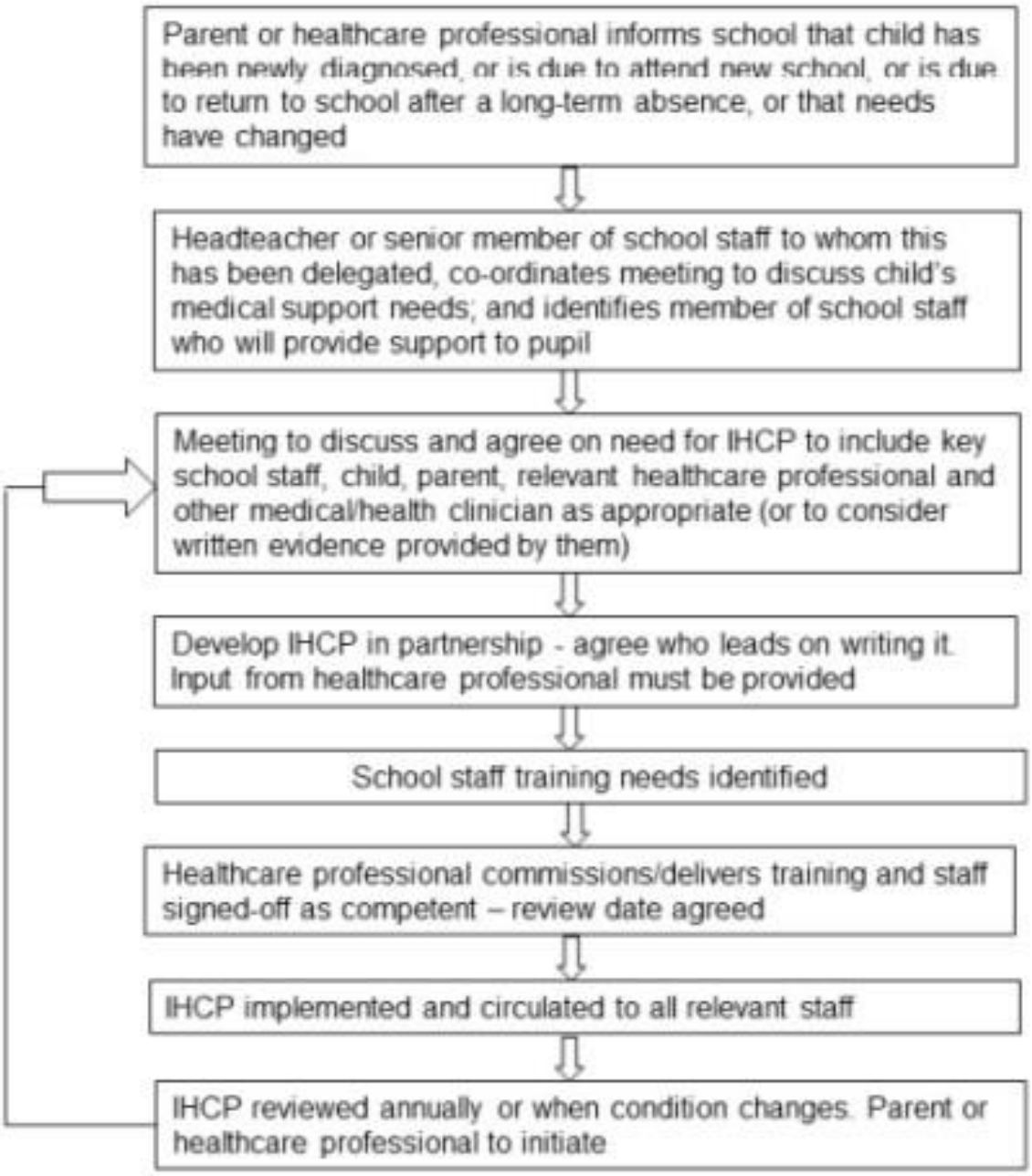
Complaints

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

Equal Opportunities

We will do all we can to ensure that this policy does not discriminate, directly or indirectly. Further details of our commitment to providing and promoting equality of opportunity for all our children and staff can be found in our Equality Scheme, Equality Policy and Accessibility Plan.

Annex A: Model process for developing individual healthcare plans



Individual Healthcare Plan

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Mesne Lea Primary School
Child's Detail
Childs name:
Class:
Date of Birth:
Medical Diagnosis or Condition
Date:
Review Date:

Parents/Carers Contact Information
First Contact:
Relationship to the Child:
Phone numbers
Work:
Home:
Mobile:

Second Contact:
Relationship to the Child:
Phone Numbers
Work:
Home:
Mobile:

Clinic/Hospital Contact
Name:
Phone Number

GP
Name
Phone Number:

School Contact

Health Care Plan

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

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

Daily Requirements

Specific Support for the pupil's Educational, Social and Emotional Needs

Arrangements for School Trips/Visits

Other Information

Describe what constitutes an Emergency, and the actions to be taken if this occurs

Date and Signatures	