

SCHOOL

SUPPORTING PUPILS WITH MEDICAL CONDITIONS POLICY



Approving Body	Head Teacher & Governing Body
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Version	v1
Reviewed reasons	Guidance from ISAS and updates to interventions
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Further information/Guidance	SEND Policy SEND code of practice: 0 to 25 years - GOV.UK SEND service contact details - Derbyshire Local Offer

Longstone CE Primary School

Supporting Pupils with Medical Conditions

As part of Longstone CE Primary School's commitment to its ethos of "**Nurture, Ignite, Shine**", we aim to create an inclusive environment where all pupils, including those with short and long-term medical conditions, are supported to attend school regularly and achieve their full potential.

This commitment is balanced with safeguarding the welfare of the individual child and the wider school community.

This policy outlines:

- How the school will support pupils with medical needs
- The roles and responsibilities of staff and parents
- Procedures for the safe administration of medicines

Responsibilities of the School and Staff

The school will ensure:

- This policy is understood and implemented by all staff
- It is available to parents via the website and school information materials

Staff **are not legally required** to administer medication. Any involvement is voluntary and individual decisions will be respected.

All staff will:

- Follow infection control measures and high standards of hygiene
- Be familiar with this policy

Staff who administer medication will:

- Receive and read this policy
- Check parental consent forms carefully
- Verify medication details against labels
- Confirm dosage and timing to avoid double dosing
- Ensure medication is in date and belongs to the correct child
- Follow hygiene procedures to reduce contamination risk
- Return medicines to safe storage after use
- Record each administration accurately

The **Headteacher** will:

- Regularly monitor medication records
- Countersign to ensure compliance and address any concerns

Responsibilities of Parents/Carers

Parents/carers retain overall responsibility for ensuring their child receives correct treatment.

To minimise medication in school, parents should:

- Check if doses can be given **before and after school**
- Ask prescribers if timing can be adjusted

Where medication must be given during school hours:

- Parents should, where possible, attend school to administer it
- If not possible, school procedures will be followed

Short-Term Medical Needs

Medication should only be brought into school when essential (e.g. completing antibiotics).

This ensures:

- Minimal disruption to attendance
- Reduced risk from medication handling

Long-Term Medical Conditions

Longstone CE Primary School encourages open communication about medical needs.

Parents/carers should:

- Inform the school as early as possible
- Speak with the **SENDCo** regarding support needs

The school will:

- Work in partnership with families
- Develop a **Medical Support Plan**, considering:
 - Medical advice
 - Individual treatment plans
 - Statutory guidance

- Wishes of the child and family

Plans will be:

- Regularly reviewed
- Adapted as needed

The school recognises that some conditions may affect:

- Learning
- Concentration
- Emotional wellbeing

Where appropriate, the school will support the development of an **Education, Health and Care Plan (EHCP)**.

Our goal is to help pupils develop **independence in managing their condition**, where appropriate.

Medical support plan

These will be created for pupils needing:

- Specialist care
- Emergency interventions

Plans will include:

- Clear instructions for staff
- Emergency actions
- Roles and responsibilities

Plans will be reviewed with:

- Parents/carers
- Health professionals

Infectious Diseases

- The school follows public health guidance
- Parents must not send children to school during exclusion periods
- Guidance is available on the school website

First Aid and Emergencies

Minor Incidents

Staff will provide basic first aid where consent is in place.

Serious Illness or Injury

- Parents will be contacted immediately
- If unavailable, an ambulance will be called
- A staff member will accompany the child to hospital
- Staff will always treat unconsciousness as a **999 emergency**

Specific Medical Conditions

Allergies / Anaphylaxis

- Parents must inform the school of any allergies
- An **Individual Treatment Plan** will be in place
- Emergency medication (e.g. EpiPen) must be in date

In an emergency:

- Medication will be administered
- **999 will always be called**

Staff will:

- Receive appropriate training (updated annually)
- Where possible, ensure two trained adults are present

Asthma

- A register of pupils with asthma will be maintained
- Parents must provide:
 - A reliever inhaler (labelled)
 - Asthma care plan

Inhalers will:

- Be easily accessible in classrooms
- Accompany pupils on trips

Diabetes

- Individual care plans will detail:
 - Insulin storage and administration
 - Eating arrangements

- Exercise considerations

Pupils will:

- Be prioritised at mealtimes where needed
- Be allowed snacks in line with medical advice

Epilepsy

- Parents are encouraged to inform the school
- Confidentiality will be respected

Care plans will include:

- Seizure type and identification
- Medication instructions
- Emergency procedures

Administration of Medicines

Prescription Medicines

- Must be in original packaging with pharmacy label
- Require a completed **Parental Consent Form**

Staff will record:

- Date and time
- Dosage
- Any relevant observations

Parents will be asked to check records daily.

Non-Prescription Medicines

- Require parental consent
- Must follow age-appropriate dosing

Staff will NOT administer:

- Aspirin
- Ibuprofen (unless prescribed)

Refusal to Take Medication

- Will be recorded
- Parents informed the same day
- Immediate contact where risk is significant

Storage of Medicines

- Clearly labelled and securely stored.
- Emergency medicines readily accessible.
- Refrigerated medicines stored in a dedicated fridge maintained at the required temperature and subject to regular temperature monitoring.
- Appropriate arrangements in place for the secure storage, administration and recording of controlled drugs, where these are required.

Parents must:

- Keep medication in date.
- Inform the school if medication includes a controlled drug.
- Provide any specific storage or administration instructions supplied by the prescriber or pharmacist.

Disposal of Medicines

- Returned to parents after use
- Parents responsible for safe disposal

Medication Errors

Any errors or near misses will be:

- Recorded
- Reported in line with school procedures

Confidentiality

- Medical information is treated as confidential
- Shared only on a **need-to-know basis**
- Records stored securely

Equality and Accessibility

Under the **Equality Act 2010**, Longstone CE Primary School will:

- Ensure pupils with medical conditions are not disadvantaged
- Make **reasonable adjustments** to support access to education

Commitment

At Longstone CE Primary School, we are committed to ensuring every child is:

- **Nurtured** through safe and supportive care
- **Ignited** through inclusive opportunities
- **Able to Shine** regardless of medical need