Supporting Children with Medical Needs

Our Commitment

At Rowley View Nursery School we are committed to supporting children with medical needs so that they can access all areas of the curriculum and participate fully in the life of the school including school trips and physical education.

To this end, we are following the statutory guidance produced by the Department for Education in September 2014 (updated Dec 2015) on supporting children with medical needs as part of the Children and Families act 2014 section 100. As an early years setting we continue to apply the Statutory Framework for the Early Years Foundation Stage. This policy is to be read alongside the Local Authority guidance policy on supporting children with medical needs.

This policy was written in regards to our school policies on:

- SEND Code of Practice 2015
- First Aid Policy
- Equality Act 2010 with updates 2014
- Accessibility Policy and Plan
- Attendance policy
- Health and Safety Policy
- GDPR 2018
- Asthma UK

This policy will be reviewed annually by the Governing Body and will be available on the school website. Paper copies are available on request to the school office.

The Head Teacher – Mrs Armela Patel is responsible for the implementation of this policy and in her absence the Deputy Head Teacher. The governing body of the school ensure that arrangements are in place to support children with medical needs.

To enable us as a setting to do this we will consult health care professionals to seek up to date medical advice and listen to what parents say in meeting the needs of their child.

Training

All staff have been trained in paediatric first aid which is updated every three years.

Two members of staff have attended training by Walsall Manor Hospital for supporting children with medical needs. This included information on asthma, eczema, diabetes, epilepsy, allergies, common childhood illnesses, coronavirus and administering general medication. A record is kept of all training received by staff that supports children's medical needs.

When a child is due to begin school who has a medical condition or if a medical condition becomes known during the school year the school will contact our named Health Visitor and Specialist Nurse to collate information on the child's condition and care plan. Medical guidance will also be sought if needed to write a healthcare plan. The school will ensure all procedures are in place to meet the medical needs of the child before they begin school. The senior leaders of the school will ensure they follow the steps in the flowchart attached.

Please see Annex A of Statutory Guidance Supporting Pupils with Medical Conditions.

Staff will be trained to meet varying medical needs as required and advised by healthcare professionals but as part of our standard training all staff will undertake annual updates in September on the following conditions:

- Asthma
- Allergies/Anaphylaxis
- Epilepsy
- Eczema
- Sepsis
- Administering Medicines

All staff have access to the Spotty Book which gives information on common childhood illnesses and infections, and incubation and exclusion periods. We have clear guidance and protocols for cleaning up body fluid spillages.

All relevant staff will be made aware of a child's condition and needs. 'Keep me safe poster' displays the child's photograph, name and basic details of condition so all staff- including supply staff are aware. These are in the cupboard by the sink area. In accordance with GDPR regulations the cupboard is labelled Private and Confidential and for staff access only. Risk assessments will be undertaken for children with more complex medical needs attending school trips and other activities outside of the normal timetable. All school staff know what to do to meet a child's medical needs if necessary.

If we are concerned about the medical needs of a child, the school will endeavour to seek medical advice from the Health Visitor or community nursing service. However, we acknowledge that we do not need to wait for formal diagnosis before providing support. During induction visits, Group Leaders ask parents about a child's medical history so any needs can be identified early on. The group Leader then passes on relevant information to the Head and Deputy for them to seek further advice if required.

The Governing Body ensures all staff are properly trained in dealing with the medical conditions present in school at that time and in administering medication. New staff are given this policy on induction and are briefed on children's current medical conditions. All staff are covered by school insurance.

Any member of school staff may be asked to provide support to pupils with medical needs including administering medication, however, they cannot be required to do so. If a child can have their medication outside of school hours then parents are encouraged to arrange to do this. We do take into account the needs of our children and if we are confident we have received correct training and it is the best interest of the child we will administer medication if it would be detrimental to their health and education if we did not. The Headteacher has the final decision on this.

Medicines

All medicines need to be in the original container, clearly labelled with the child's name, date of dispensing, expiry date and full instructions of dosage and timing. Medicine forms are signed by parents, Group Leader and Headteacher, Medicines are stored according to instructions on pharmacy label. A named member of staff- Debbie Griffiths checks monthly the expiry dates of medication held in school and alerts parents to replace before the medicine expires. Parents sign to acknowledge when the medication is handed back to them and told to return it to a pharmacy for responsible disposal.

If a child refuses to take their medicine staff do not force them to and parents are notified. Some medicines are no longer available on prescription such as Calpol and Piriton and parents or carers have to purchase these 'over the counter'. As such, they will not have a pharmacy label. If a medical practitioner advises that

the child needs to have medication that is bought over the counter then this will be filled in on the medicine form and the medicine will be clearly labelled with the child's name and then kept at school and administered as instructed by the medical practitioner.

Asthma

In supporting children with Asthma, we have a separate policy that is written by Asthma UK which we follow. All children diagnosed with asthma will have an asthma plan in school that is written by the GP or asthma nurse. Parents arrange to get this filled in and bring back to school. The school keeps a register of children with asthma and all children requiring an inhaler to be administered regularly or in an emergency will have medicine forms completed by Group Leader in conjunction with the parent, following the asthma plan. The Headteacher will sign the form and a copy is filed in the office and a copy is kept with the medication in a sealed bag in the medicine cupboard which is unlocked and accessible. If children go off site their inhaler will go with them. The group leader will carry the medicine. A record of when the medication is administered is kept and parents sign to acknowledge this. We have an emergency inhaler kept in school in case a child's inhaler is faulty. (See Department for Health Guidance). Parents sign to acknowledge when the medication is handed back to them. Chronic asthma sufferers who are frequently hospitalised will require a healthcare plan as well as an asthma plan. If a child does not have an asthma plan from a medical practitioner, then a healthcare plan will be filled in. If a child has a viral wheeze and has an inhaler, their condition needs to be reviewed after 2 months or sooner as advised by medical practitioner. If asthma has not been diagnosed after this point, then the inhaler would normally have stopped being used. Medical advice would need to be sought. If spacers have been used, they should be washed and left to air dry each month.

Walsall Manor hospital have two specialist nurses to advise on asthma: Call 01922 721172

Healthcare Plans

Healthcare plans are devised to provide clarity about a child's needs for complex and/or long-term medical conditions where by conditions fluctuate or where there is a high risk that emergency intervention will be needed. Healthcare plans are written for the individual child in liaison with parents and healthcare professionals. The aim of the plan is to help the child manage their condition and overcome any potential barriers to their education. The headteacher has the final view on what is appropriate and proportionate when consensus cannot be reached. A plan may be written by any of the professionals involved but it is ultimately the responsibility of the Head teacher and Deputy Head teacher to make sure they are completed and in place. Plans are reviewed annually or earlier if needs change. If the child has a special educational need then the healthcare plan should be linked to their Education and Health care plan (EHC). If they do not have an EHCP then their SEN need must be mentioned in their Healthcare Plan. The template for Healthcare plans is attached as Annex B and includes information on;

- Medical condition, its signs, triggers, symptoms and treatments
- Medication, dose, side effects, storage, time, facilities, equipment, testing, access to food and drink, dietary requirements and environmental issues.
- Specific support for child's educational, social and emotional needs, rest periods, catch up time
- Level of support to meet needs including managing emergencies
- Who will provide medical support and training needs
- Who else needs to be aware of child's needs
- Arrangements for written permission from parents to administer medication
- Arrangements for school visits off site
- Detail of what to do in an emergency and whom to contact- usually the parents.

A member of school staff will travel in an ambulance and stay with a child at hospital until parent arrives.

Transition

When a child with medical needs moves to a new setting contact will be made to pass on all relevant information to aid a smooth transition.

Role of Parents

- Inform school staff of medical condition and treatment/medication
- Supply contact details of GP, specialist nurses, Consultants
- Contribute to producing Healthcare plans, if required with school staff and medical specialist
- Update school on changes to child's condition and treatment
- Supply medication
- Ensure medication is in date
- Clean inhalers
- Be contactable at all times

Attendance and Progress

The school acknowledges that parents are concerned of the impact long term medical conditions can have on attendance and progress. This may be because of procedures, appointments, medication or emergency interventions. It is important that parents feel confident that our school will support their child's medical condition and keep them safe. We will listen to parents' concerns, consider child's voice and act on advice from healthcare professionals. This should limit the impact on a child's educational attainment. Where a medical condition is having a long term detrimental impact on learning then the school's policy on SEN will be adhered to and progress of attainment monitored. If a child has a medical condition which causes them to be disabled then we will comply with duties set out in the Equality Act 2010. The governing body at all times ensures the focus is on the needs of the individual child and considers how their medical condition impacts on their school life and their ability to learn. In line with safeguarding duties we do not put children's' health at risk and so for example, we do not accept children with infectious diseases as it would be detrimental to the health of that child and of others.

Complaints

If parents or carers are unhappy with the support provided to their child regarding medical needs then they are encouraged to speak to the Headteacher or Deputy Headteacher. If the issue is not resolved then they are able to make a complaint in line with the school's complaints procedure.

Further Support

Community nurses- 01922 721172 (Manor hospital)

http://medicalconditionsatschool.org.uk/

http://georgecoller.co.uk/ Asthma support

https://www.asthma.org.uk/