



# Easingwold Primary School Medical Needs Policy

## 1. Purpose

This policy outlines how Easingwold Primary School supports pupils with medical needs, ensuring that they can access a full education safely and confidently. The school is committed to safeguarding all children and meeting their physical and emotional needs in accordance with national guidance.

## 2. Aims

- To ensure that pupils with medical needs are properly supported so that they can participate fully in school life.
- To provide clear guidance to staff, parents, and healthcare professionals.
- To comply with the Children and Families Act 2014 and the Department for Education's statutory guidance: *Supporting Pupils at School with Medical Conditions* (DfE).

## 3. Roles and Responsibilities

### 3.1 The Governing Body

- Ensures this policy is implemented effectively.
- Reviews the school's arrangements to support pupils with medical conditions.

### 3.2 Headteacher

- Ensures that staff are trained and aware of pupils' medical needs.
- Oversees the development of Individual Healthcare Plans (IHCPs).
- Ensures appropriate insurance is in place for staff providing medical support.

### 3.3 School Staff

- May be asked to provide support to pupils with medical conditions.
- Will receive appropriate training before taking on responsibilities for medical care.
- Must follow the procedures outlined in IHCPs.

### 3.4 School Nurse and Health Professionals

- Provide support and training for staff as required.
- May assist in developing and reviewing IHCPs.

### 3.5 Parents/Carers

- Must provide up-to-date medical information about their child.
- Are involved in the development and review of IHCPs.
- Must ensure that any required medication is supplied, in-date, and clearly labelled.

## 4. Managing Pupils with Medical Conditions

### 4.1 Individual Healthcare Plans (IHCPs)

- Required for pupils with chronic or complex medical needs.
- Developed in partnership with the parent/carer, relevant healthcare professional, and school staff.
- Reviewed annually or when medical needs change.

### 4.2 Short-Term Medical Needs

- Pupils with temporary medical issues (e.g. recovering from illness or injury) may require short-term adjustments.
- Parents must inform the school of any medication required during the school day.

### 4.3 Administering Medication

- Only prescribed medicines will be administered at school.
- Parents must complete a **Medication Consent Form**.
- Medication must be in the original container with the pharmacist's label, clearly showing the child's name and dosage instructions.
- A record is kept of all medication administered.

### 4.4 Storage of Medication

- Medication is stored securely in the first aid cupboard, the cupboard has a fridge if needed.
- Pupils must not carry medication unless it is agreed in the IHCP (e.g. inhalers, epipens).

## 5. Emergency Procedures

- All staff are aware of emergency procedures, including calling emergency services and notifying parents.
- Emergency medication (e.g. inhalers, epipens) is readily accessible and not locked away.

- A child's IHCP will detail specific emergency protocols.

## 6. Training of Staff

- Staff receive training on medical conditions relevant to pupils in their care through the emergency first aid training which is renewed every three years.
- Training is updated regularly and provided by qualified professionals.
- A record is kept of all staff training.

## 7. Attendance and Inclusion

- Pupils with medical conditions are not denied admission or excluded due to their medical needs.
- Absence due to medical appointments or illness is recorded appropriately and managed sensitively.
- Adjustments are made to enable full participation in school trips, PE, and extracurricular activities.

## 8. Confidentiality

- Medical information is treated as confidential and shared only with relevant staff, with parental consent.
- IHCPs are stored securely and accessible only to authorised personnel.

## 9. Policy Review

This policy will be reviewed annually by the Senior Leadership Team and the Governing Body or earlier if needed due to changes in legislation or pupil needs.

**Signed:**

Headteacher: \_\_\_\_A Parratt \_\_\_\_\_

Date: \_\_\_\_9.9.25\_\_\_\_\_

**Next Review Date:** \_\_\_\_August 26\_\_\_\_\_