



St Peter's Primary School Supporting Pupils with Medical Needs Policy

Our vision '**Every child of God Matters. All in their unique difference are able to flourish**' is about celebrating the uniqueness of every individual. Children at St Peter's understand that **God is Love and whoever lives in love, lives in God and God in them** – 1 John 4:16, serving others through good deeds and transforming society with love. We want children who leave St Peter's to be passionate about serving God and transforming communities through acts of love

This policy has been developed with regard to Section 100 of the Children and Families Act 2014 and the Department for Education's statutory guidance, Supporting Pupils at School with Medical Conditions.

The policy should also be read alongside the school's Allergy Safety Policy, First Aid Policy, Safeguarding and Child Protection Policy, SEND Policy, Educational Visits Policy, Attendance Policy and Equality information and objectives. Where a pupil has an allergy, the school's separate Allergy Safety Policy and current statutory Allergy Safety in Schools guidance will also apply.

This school is committed to ensuring that children with medical conditions are properly supported so that they have full access to education, including school trips, physical education, extracurricular activities and residential visits.

Staff should remain alert to safeguarding concerns relating to a child's medical needs. Where a staff member has concerns that a child's health or medical needs are being neglected, that required treatment is not being provided, or that a medical presentation may indicate abuse or neglect, they must follow the school's Safeguarding and Child Protection Policy and report the concern to the Designated Safeguarding Lead in accordance with current statutory safeguarding guidance.

We recognise that children with medical conditions may require ongoing support, medicines, monitoring, emergency intervention or adjustments to enable them to participate safely and fully in school life. We are committed to working in partnership with pupils, parents/carers, healthcare professionals and other agencies to ensure appropriate support is in place. Schools have a legal duty to make arrangements to support pupils with medical conditions under Section 100 of the Children and Families Act 2014.

Some pupils with medical conditions may meet the definition of disability under the Equality Act 2010. The school will make reasonable adjustments and take appropriate steps to avoid discrimination, disadvantage or exclusion



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The aims of this policy are to ensure that:

- Children with medical conditions are properly identified and supported.
- Children with medical needs can access education and achieve their full potential.
- Staff understand their responsibilities.
- Individual healthcare needs are effectively managed.
- Medicines are managed safely.
- Staff know how to respond in an emergency.
- Children are supported to participate fully in all aspects of school life.
- The emotional wellbeing of children with medical conditions is promoted.

Roles and Responsibilities

Governing Board

The Governing Board will:

- Ensure arrangements are in place to support pupils with medical conditions.
- Ensure the policy is reviewed regularly.
- Monitor the effectiveness of support provided.
- Ensure appropriate insurance arrangements are in place.

Head teacher

The Head teacher will:

- Ensure this policy is implemented.
- Ensure staff receive appropriate training.
- Ensure Individual Healthcare Plans are in place where required.
- Ensure sufficient staff are available to support pupils.
- Monitor incidents and lessons learned.
- Promote a whole-school approach to inclusion.

Staff

School staff will:

- Follow agreed procedures and healthcare plans.
- Undertake training appropriate to their role.
- Respond appropriately to emergencies.
- Maintain confidentiality while ensuring essential information is shared on a need-to-know basis.
- Report concerns promptly.



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Medical Incidents and Near Misses

All significant medical incidents and near misses will be recorded in accordance with the school's incident recording procedures.

The Head teacher will review serious incidents and near misses to identify any lessons learned and determine whether changes are required to an Individual Healthcare Plan, risk assessment, staff training or school procedures.

Where required, incidents will be reported to the appropriate external agency or professional. Parents/carers will be informed as appropriate.

The Governing Board will receive appropriate information about significant incidents and resulting actions while maintaining pupil confidentiality.

Parents and Carers

Parents/carers are responsible for:

- Providing up-to-date medical information.
- Supplying medication where required.
- Ensuring medication remains in date.
- Participating in reviews of support arrangements.
- Informing the school of any changes to a child's medical condition.

Parents/carers who have concerns about the support provided for their child's medical condition are encouraged to raise these with the class teacher or Head teacher in the first instance. If the matter is not resolved, parents/carers may use the school's Complaints Policy.

Pupils

Pupils should:

- Participate in discussions about their support where appropriate.
- Follow agreed medical arrangements.
- Inform an adult if they feel unwell or require medical assistance.

Identifying Children with Medical Conditions

The school will identify children with medical conditions through:

- Admission forms.
- Information provided by parents/carers.
- Healthcare professionals.



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- Previous educational settings.
- Reviews and annual updates.

Medical conditions may include, but are not limited to:

- Allergies and anaphylaxis.
- Asthma.
- Epilepsy.
- Diabetes.
- Severe eczema.
- Mental health conditions.
- Long-term or complex medical conditions.

A register of pupils with medical conditions will be maintained and reviewed regularly.

Breakfast Clubs, After-School Clubs and Extended Provision

The school's arrangements for supporting pupils with medical conditions apply to school-run breakfast clubs, after-school clubs and other extended school provision. Relevant staff will have access to appropriate medical information, emergency procedures and medication required to keep pupils safe.

Where provision is delivered by an external provider, appropriate arrangements for pupils with medical conditions will be agreed and relevant information shared in accordance with safeguarding and data protection requirements.

Individual Healthcare Plans (IHPs)

Not every pupil with a medical condition will require an Individual Healthcare Plan. Where a pupil's medical condition is long-term, complex, fluctuating, potentially life-threatening or requires specific support or intervention in school, the need for an IHP will be considered in consultation with parents/carers, the pupil and relevant healthcare professionals

Individual Healthcare Plans will identify the level of support required, including who will provide this support, any training required and appropriate contingency arrangements where the usual member of staff is unavailable

The IHP will be developed in partnership with:

- Parents/carers.
- The pupil (where appropriate).
- Healthcare professionals.
- School staff.



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The plan may include:

- Details of the medical condition.
- Daily management requirements.
- Medication and dosage.
- Emergency actions.
- Contact details.
- Risk assessments.
- Arrangements for educational visits and activities.
- Responsibilities of staff, parents and the child.

IHPs will be reviewed at least annually or sooner if needs change.

Individual Healthcare Plans will clearly identify what constitutes an emergency for the individual pupil and set out the action staff should take, including whom to contact and any emergency medication required

Where a pupil moves class, school or educational phase, relevant medical information and support arrangements will be shared appropriately to support a safe and effective transition. Where needs are complex, transition planning will begin sufficiently early and involve parents/carers, the pupil and relevant professionals.

Supporting Attendance and Participation

Children with medical conditions will not be denied access to education because of their medical needs.

The school will support pupils to:

- Attend school regularly.
- Participate in lessons.
- Access physical education.
- Attend clubs and extracurricular activities.
- Participate in educational visits and residential visits wherever reasonably possible.

Reasonable adjustments will be implemented where necessary.



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Administration and Access to Medicines

At St Peter's Primary School, medicines will normally be stored and managed by appropriately authorised members of staff rather than being carried or independently administered by pupils. This reflects the age and developmental stage of our children and supports safe management of medication.

Emergency medication, including inhalers and adrenaline auto-injectors where applicable, will be readily accessible to appropriately trained staff and will not be locked away where this could delay access in an emergency.

Children will be encouraged to develop an age-appropriate understanding of their medical condition and to tell an adult immediately if they feel unwell, experience symptoms or believe they require their medication.

Any arrangements for an individual child will take account of their age, maturity, medical needs, parental views and advice from relevant healthcare professionals and will be recorded within their Individual Healthcare Plan where appropriate.

Managing Medicines

The school will ensure medicines are managed safely.

Prescribed Medicines

- Medicines will only be administered when written parental consent has been received.
- Medicines must be supplied in their original container with the pharmacy label intact.
- Records will be maintained whenever medication is administered.

Storage

- Medicines will be stored securely and appropriately.
- Emergency medication will be readily accessible.
- Controlled drugs will be stored in accordance with legal requirements.
- Expiry dates will be checked regularly.

Emergency Procedures

Emergency procedures will be clearly documented within individual healthcare plans.

In an emergency staff will:

1. Follow the child's IHP.



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2. Contact emergency services where necessary.
3. Administer emergency medication if trained and authorised to do so.
4. Contact parents/carers as soon as possible.
5. Ensure the child remains supervised until medical assistance arrives.
6. Complete incident records and review any lessons learned.

Emergency medication must be available at all times while the pupil is on site or participating in school-led activities. Contacting emergency services will not be delayed while attempts are made to contact parents/carers

Staff Training

All staff will receive appropriate information and awareness training regarding medical conditions represented within the school. Staff providing specific support to a pupil will receive suitable training relevant to that pupil's individual medical needs and will not undertake healthcare procedures without appropriate training

Training will be refreshed as appropriate and when a pupil's needs, equipment or treatment change. Where specific training is required, the school will ensure that staff have received appropriate training before undertaking the procedure

Training will cover:

- Medical conditions represented within the school.
- Recognising signs and symptoms of deterioration.
- Emergency procedures.
- Administration of medication where required.
- Use of adrenaline auto-injectors and asthma inhalers where appropriate.
- Responsibilities under this policy.

Training records will be maintained and reviewed regularly. New staff will receive relevant information during induction.

Educational Visits and Off-Site Activities

Children with medical conditions will be enabled to participate in educational visits with reasonable adjustments made where necessary to enable participation wherever practicable and safe.

Prior to any visit:

- Risk assessments will be completed.
- Medical needs will be reviewed.
- Emergency medication will accompany the pupil.



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- Staff attending the visit will be informed of relevant medical needs.
- Emergency procedures will be confirmed.
- Appropriate adjustments will be made to ensure inclusion.

Mental Health and Wellbeing

The school recognises that medical conditions can affect a child's emotional wellbeing, confidence, attendance and social experiences.

The school will:

- Promote inclusion and participation.
- Encourage pupils to discuss concerns.
- Provide appropriate pastoral support.
- Work with families and professionals where additional support is needed.
- Prevent bullying, discrimination or exclusion related to medical conditions.

Unacceptable Practice

The school will not:

- Prevent pupils from accessing prescribed medication.
- Require parents to attend school to administer routine medication.
- Exclude pupils from activities without appropriate risk assessment.
- Penalise pupils for absences related to their medical condition.
- Send pupils with medical conditions home unnecessarily.
- Ignore the views of pupils or parents regarding support arrangements.

Confidentiality and Data Protection

Medical information will be handled in accordance with UK data protection legislation.

Information will only be shared with staff who require it to safeguard and support the pupil.

Monitoring and Review

The Head teacher and Governing Board will monitor the implementation of this policy. The policy will be reviewed annually or sooner if:

- Guidance changes.
- Legislation changes.
- Following a serious medical incident.
- School procedures require amendment.



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Reviewed September 2026