



Lakelands
Academy

Supporting Pupils with Special Medical Needs

**Next Review
Autumn 2024**

Policy Approved: 9.12.2021
Review Period: 3 Yrs
Policy Approval: T&L
Policy Responsibility: AH

Definition

Pupils' medical needs may be broadly summarised as being of two types:

- (a) Short-term affecting their participation in academy activities which they are on a course of medication.
- (b) Long-term potentially limiting their access to education and requiring extra care and support (deemed **special medical needs**).

Rationale

LAs and academies have a responsibility for the health and safety of pupils in their care. The Health and Safety at Work Act 1974 makes employers responsible for the health and safety of employees and anyone else on the premises. In the case of pupils with special medical needs, the responsibility of the employer is to make sure that safety measures cover the needs of all pupils at the academy. This may mean making special arrangements for particular pupils who may be more at risk than their classmates. Individual procedures may be required. The employer is responsible for making sure that relevant staff know about and are, if necessary, trained to provide any additional support these pupils may need.

The Children and Families Act 2014, from September 2014, places a duty on schools and academies to make arrangements for children with medical conditions. **Pupils with special medical needs have the same right of admission to the academy as other children and cannot be refused admission or excluded from the academy on medical grounds alone.** However, teachers and other academy staff in charge of pupils have a common law duty to act 'in loco parentis' and may need to take swift action in an emergency. This duty also extends to teachers leading activities taking place off the academy site. This could extend to a need to administer medicine.

The prime responsibility for a child's health lies with the parent who is responsible for the child's medication and should supply the academy with information. The academy takes advice and guidance from the Shropshire Council Medicines in Schools section of the Health and Safety Policy which encourages self-administration of medication when possible. Contact details for our School Nurse can be found on the school's website, which also states a copy of this policy is available to parents.

Aims

The academy aims to:

- assist parents in providing medical care for their children;
- educate staff and children in respect of special medical needs;
- adopt and implement the LA policy of Medication in Schools;
- arrange training for volunteer staff to support individual pupils;
- liaise as necessary with medical services in support of the individual pupil;
- ensure access to full education if possible.
- monitor and keep appropriate records.

Entitlement

The academy accepts that pupils with medical needs should be assisted if at all possible and that they have a right to the full education available to other pupils.

The academy believes that pupils with medical needs should be enabled to have full attendance and receive necessary proper care and support.

The academy accepts all employees have rights in relation to supporting pupils with medical needs as follows:

- choose whether or not they are prepared to be involved;
- receive appropriate training;
- work to clear guidelines;
- have concerns about legal liability;
- bring to the attention of management any concern or matter relating to supporting pupils with medical needs.

Expectations

It is expected that:

- parents will be encouraged to co-operate in training children to self-administer medication if this is practicable and that members of staff will only be asked to be involved if there is no alternative;
- where parents have asked the academy to administer the medication for their child they must ask the pharmacist to supply any such medication to be dispensed in a separate container, containing only the quantity required for academy use. The prescription and dosage regime should be typed or printed clearly on the outside. The name of the pharmacist should be visible. Any medications not presented properly will not be accepted by academy staff. Pupils should not bring in their own medicine. This should be brought into the academy by the parent.
- that employees will consider carefully their response to requests to assist with the giving of medication or supervision of self-medication and that they will consider each request separately.
- the academy will liaise with the School Health Service for advice about a pupil's special medical needs, and will seek support from the relevant practitioners where necessary and in the interests of the pupil.
- Any medicines brought into school by staff e.g. headache tablets, inhalers for personal use should be stored in an appropriate place and kept out of the reach of the pupils. Any staff medicine is the responsibility of the individual concerned and not the academy.

Policy into Practice

There is a need for proper documentation at all stages when considering the issue of support for pupils with medical needs in Lakelands Academy.