



Supporting Pupils with Medical Conditions Policy

1. Introduction

This policy sets out how the school supports pupils with medical conditions, in line with the statutory guidance Supporting Pupils at School with Medical Conditions (DfE) and Coventry Local Authority's Section 19 duty for pupils unable to attend school due to health needs. The school is committed to ensuring that pupils with medical conditions receive full access to education and works collaboratively with parents, health professionals and Coventry services, including the Hospital Education Service.

2. Legal Framework

- Children and Families Act 2014
- Education Act 1996 (Section 19)
- Equality Act 2010
- DfE Statutory Guidance "Supporting Pupils at School with Medical Conditions" (2015 update)

3. Aims

The school aims to:

- Ensure pupils with medical conditions are properly supported.
- Establish clear systems for managing medication and long-term needs.
- Ensure staff receive appropriate training.
- Maintain communication with parents, health professionals, and Coventry LA.

4. Roles and Responsibilities

Governing Body:

- Ensures statutory compliance and adequate resources.

Headteacher:

- Ensures staff are informed and trained, and risk assessments completed.
- Liaises with Coventry Hospital Education Service when required.

Staff:

- Follow procedures for supporting pupils and administering medicine.

Parents:

- Provide accurate medical information and medication in original packaging.

Pupils:

- Are encouraged to develop independence when appropriate and safe.

5. Managing Medical Conditions

Individual Healthcare Plans (IHPs) will be created for pupils with long-term or complex medical needs. These will include:

- Condition details and triggers
- Required support and medication
- Emergency procedures
- Roles and responsibilities
- Adjustments for trips and activities



6. Managing Medicines on Site

- Medicines will only be administered when essential.
- Only medication prescribed four times daily or medically necessary will be administered.
- Medicines must be delivered by parents in original pharmacy-labelled packaging.
- Secure storage and clear record keeping will be maintained.
- Pupils will never be forced to take medication.

7. Emergency Procedures

- Emergency procedures will be outlined in each IHP.
- Staff will call emergency services if needed and alert parents immediately.
- A staff member will accompany the pupil to hospital if necessary.

8. Absence Due to Medical Needs

If a pupil cannot attend school for medical reasons, the school will:

- Notify Coventry LA promptly.
- Liaise with Coventry's Section 19 provision.
- Engage the Hospital Education Service if appropriate.

9. School Trips and Activities

- Risk assessments will include medical needs.
- Medication will be taken on all trips.
- Pupils will not be excluded from activities unless medically necessary.

10. Staff Training

- Training will be provided by healthcare professionals.
- Training records will be kept and reviewed.

11. Record Keeping

- IHPs will be stored securely but accessible to relevant staff.
- Medication administration logs will be kept.

12. Monitoring and Review

- The policy will be reviewed annually or following any significant updates.