



# MEDICAL NEEDS POLICY

Supporting Pupils with Special Medical Needs

## Definition

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

- (a) Short-term affecting their participation in school 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 schools 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 school. 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 to make arrangements for children with medical conditions. **Pupils with special medical needs have the same right of admission to school as other children and cannot be refused admission or excluded from school on medical grounds alone.** However, teachers and other school 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 school 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 school with information. The school 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 in the school prospectus which also states a copy of this policy is available to parents.

## Appendices

### Appendix A: General Care Plan

**Appendix A:**

**General Care Plan**

To: Headteacher of .....School

From: Parent/Guardian of.....Full Name of Child

My child has been diagnosed as having:  
.....(name of condition).

He/She has been considered fit for school but requires the following prescribed medicine to be administered during school hours:  
.....(name of medication).

I allow/do not allow for my child to carry out self administration (delete as appropriate). Could you please therefore administer the medication as indicated above .....(dosage) at.....(timed), with effect from.....Until advised otherwise.

The medicine should be administered by mouth/in the ear/nasally/other..... (delete as applicable).

I allow/do not allow for my child to carry the medication upon themselves (delete as appropriate).

I undertake to update the school with any changes in routine, use or dosage or emergency medication and to maintain an in date supply of the prescribed medication.

I understand that the school cannot undertake to monitor the use of self administered medication of that carried by the child and that the school is not responsible for any loss of/or damage to any medication.

I understand that if I do not allow my child to carry the medication it will be stored by the School and administered by staff with the exception of emergency medication which will be near the child at all times.

I understand that staff may be acting voluntarily in administering medicines to children.

Signed.....Date:.....

Name of parent (please print).....

Contact Details:

Home.....Work:.....Mobile:.....