

# GREEN LANES SCHOOL POLICY

## Supporting Children with Medical Conditions Policy



*It is our vision and aim to create a learning experience in which **every** child will achieve and realise their full potential. At Green Lanes Primary school we create independent and resilient learners for life.*

Signed by	Green Lanes Governing Body
Signed by	Headteacher
Date Reviewed	Autumn 2025
Due for review	Autumn 2026

## **Introduction**

At Green Lanes Primary School, we are committed to ensuring that all children with medical conditions receive appropriate care and support to enable them to access and enjoy the same opportunities at school as any other child. This policy has been developed in line with the Department for Education's statutory guidance "Supporting pupils at school with medical conditions" and aligns with our SEND Information Report.

Our school vision emphasises that the well-being and development of each child underpins all that we do. We aim to develop children into independent and resilient learners for life, encouraging them to explore opportunities while developing wider life skills that underpin their future development. [SEN-Information-Report-](#)

## **Aims**

This policy aims to ensure that:

- All children with medical conditions are properly supported in school so they can play a full and active role in school life
- The needs of children with medical conditions are effectively supported in consultation with health and social care professionals, their parents, and the children themselves
- Staff are properly trained to provide the support that pupils need

## **Definitions**

A child has special educational needs if they have a learning difficulty or disability which calls for special educational provision to be made for them. Children with medical conditions may also have special educational needs and may have an Education, Health and Care (EHC) plan which brings together health and social care needs, as well as their special educational provision.

## **Roles and Responsibilities**

### **The Governing Body**

- Ensuring arrangements are in place to support pupils with medical conditions
- Ensuring the policy is developed and implemented effectively
- Ensuring sufficient staff receive suitable training

### **The Headteacher**

- Ensuring all staff are aware of this policy
- Ensuring sufficient trained staff are available to implement the policy
- Ensuring individual healthcare plans (IHPs) are developed and implemented

### **The Inclusion Lead/SENDCo**

The Inclusion Lead and SENDCo at Green Lanes Primary School is Amy Russell, who can be contacted on 01707 262 556 or via email at [inco@greenlanes.herts.sch.uk](mailto:inco@greenlanes.herts.sch.uk). [SEN-Information-Report](#) The Inclusion Lead/SENDCo is responsible for:

- Coordinating the support for children with medical conditions

- Working with parents, staff, and healthcare professionals to develop IHPs
- Ensuring appropriate training is provided for staff

#### **School Staff**

- Taking appropriate steps to support children with medical conditions
- Knowing what to do and responding accordingly when they become aware that a pupil with a medical condition needs help
- Receiving sufficient and suitable training to achieve the necessary level of competency

#### **Parents**

- Providing the school with sufficient and up-to-date information about their child's medical needs
- Participating in the development and review of their child's IHP
- Carrying out any actions agreed in the IHP

#### **Pupils**

Children's views are very important; they have a right to be involved in decisions about their education. [SEN-Information-Report](#) Pupils will be fully involved where appropriate in discussions about their medical support needs and contribute to the development of their IHP.

#### **Procedure for Managing Medicines**

##### **Prescription Medicines**

- Medicines should only be administered at school when it would be detrimental to a child's health or school attendance not to do so
- Medicines must be prescribed by a doctor, dentist, nurse prescriber or pharmacist prescriber
- Medicines must be in the original container as dispensed by the pharmacy
- The school will only accept prescribed medicines that are in-date, labelled, and include instructions for administration, dosage, and storage

##### **Non-Prescription Medicines**

- Staff will not administer non-prescription medicines to pupils
- If a pupil regularly suffers from acute pain, such as migraine, the parents should supply and authorise appropriate pain relief with written instructions

##### **Administration of Medicines**

- Medicines will be stored safely in a designated location
- Records will be kept of all medicines administered to children
- Pupils who are competent will be encouraged to take responsibility for managing their own medicines and procedures
- If a child refuses to take medicine, staff will not force them to do so, but will inform parents

## **Individual Healthcare Plans (IHPs)**

At Green Lanes, we use a graduated approach to SEN support following the process of: ASSESS - the needs of the child, PLAN - work with the Inclusion team to form targets and strategies, DO - follow a structure detailed in the plan, REVIEW - the effectiveness of the work and progress made. This continues on a half-termly cycle. [SEN-Information-Report](#) This same approach will be used for children with medical conditions.

IHPs will be developed for pupils with medical conditions that require support, monitoring, or medication in school. The IHP will include:

- The medical condition, its triggers, signs, symptoms, and treatments
- The pupil's resulting needs, including medication and other treatments
- Specific support for the pupil's educational, social, and emotional needs
- Level of support needed and who will provide it
- Who in the school needs to be aware of the child's condition
- Arrangements for written permission from parents for medication to be administered
- Separate arrangements or procedures required for school trips or other activities
- What to do in an emergency

## **Staff Training and Support**

All staff have annual training on Epi-pen administration for allergies and any other training for medical conditions e.g. diabetes and sickle cell. [SEN-Information-Report](#)

Staff who support pupils with specific medical conditions will receive suitable and sufficient training. The training will be identified during the development of the IHP and will:

- Be sufficient to ensure staff are competent and have confidence in their ability
- Be provided by healthcare professionals
- Cover the specific medical condition, medication, treatments, and emergency procedures

## **Educational Visits and Sporting Activities**

Pupils with SEND and additional needs, including those with medical conditions, are included in all school activities alongside other pupils, as far as is reasonable, practical and compatible with their needs. We make appropriate reasonable adjustments where necessary following discussions with parents. Risk assessments are always carried out and medical needs are considered. If necessary, relevant healthcare professionals may be consulted to ensure your child can participate safely. This is in accordance with the Supporting Pupils at School with Medical Conditions Act [2014. SEN-Information-Report](#)

## **Emergency Procedures**

In an emergency situation, school staff should follow the school's emergency procedures. Where a child has an IHP, this will clearly define what constitutes an emergency and explain what to do. If a child needs to be taken to hospital, a member of staff will stay with the child until the parent arrives, or accompany the child to hospital by ambulance.

## **Unacceptable Practice**

The following practices are considered unacceptable:

- Preventing children from easily accessing their inhalers and medication
- Assuming that every child with the same condition requires the same treatment
- Ignoring the views of the child or their parents
- Sending children with medical conditions home frequently or preventing them from staying for normal school activities
- Penalising children for their attendance record if their absences are related to their medical condition
- Preventing pupils from drinking, eating, or taking toilet breaks whenever they need to in order to manage their medical condition effectively
- Requiring parents to attend school to administer medication or provide medical support
- Creating barriers to children participating in any aspect of school life

## **Complaints**

See complaints policy

## **Monitoring and Review**

This policy will be reviewed annually by the Governing Body.

## **Links to Other Policies**

- SEND Policy
- Safeguarding Policy
- Health and Safety Policy
- Equality Policy
- Attendance Policy

## **Appendices**

1. Individual Healthcare Plan Template
2. Parental Agreement for School to Administer Medicine
3. Record of Medicine Administered to an Individual Child
4. Staff Training Record – Administration of Medicines

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This policy was approved by the Governing Body on: [DATE] This policy will be reviewed on: [DATE]

Signed: \_\_\_\_\_ (Chair of Governors) Signed: \_\_\_\_\_  
(Headteacher)