

Name of policy	Medical Conditions Policy
Date approved	September 2019
Date to be reviewed	September 2021

## **TRINITY ACADEMY - MEDICAL CONDITIONS POLICY AND GUIDELINES**

### ***“THE WELFARE OF THE STUDENT IS PARAMOUNT”***

Trinity Academy recognises that by providing a clear policy that is understood by all, the specific medical needs of students will be met so that they are able to participate actively in all aspects of school and simultaneously ensure Trinity is able to meet their safeguarding responsibilities.

#### **Policy Aims**

- To provide all students with medical conditions with the same opportunities as others at school. We will help to ensure that they can:
  - be healthy
  - stay safe
  - enjoy and achieve
  - make a positive contribution
  - achieve economic well-being.
  
- To ensure that all staff (including support staff and temporary/supply staff) are fully aware of their duty of care to students and that they are well informed about the school’s protocol in case of any medical emergency. Trinity Academy understands that certain medical conditions are serious and can be potentially life threatening if ill-managed or misunderstood. We understand the importance of medication being taken as prescribed during the school day.
  
- To enable individual students to take responsibility for management of their condition and their medication.
  
- To encourage parents to keep the school informed of any developments in the condition or treatment of their child.

#### **Policy Principles**

- All students at Trinity Academy have an equal right to a safe and supportive environment to learn in regardless of age, gender, ability, culture, socio-economic status, race, language, religion or sexual identity.
  
- Trinity Academy welcomes all students with medical conditions and actively encourages them to achieve their potential in all aspects of school life.
  
- The medical conditions policy is supported by a clear communication plan for staff, students with medical conditions and parents/carers to ensure its full implementation.

- At the beginning of each school year (or upon enrolment at any other time) all parents/carers are asked if their child has any medical conditions on their enrolment form. Parents/carers of all children with a medical condition will be issued with a healthcare plan to complete, detailing any relevant treatment/medication etc.
- The school will keep a register of students with medical conditions which is accessible to all school staff. This register will be regularly updated and reviewed at the beginning of each term.
- All first aid trained staff understand and are trained in what to do in an emergency for the most common serious medical conditions at this school.
- All staff understand and are trained in the school's general emergency procedures.
- Trinity Academy's Liability Insurance will provide indemnity to members of staff when acting in accordance with its policy, subject to the following conditions:
  - that relevant training has been received and regularly updated
  - That all appropriate Personal Protective Equipment has been used where necessary
  - That the member of staff has acted within the limitations of their training and has observed all protocols
- Trinity Academy has clear guidance on the storage and administration of medication at school and clear records are kept. We recognise that immediate access to all medicines is essential.
- Trinity Academy ensures that the whole school environment is inclusive and favourable to students with medical conditions. This includes the physical environment, as well as social, sporting and educational activities.
- Each member of the school community knows their roles and responsibilities in maintaining and implementing an effective medical conditions policy.
- The medical conditions policy is reviewed and updated annually.

#### Guidelines for parents/carers

- All students with a specific medical need **MUST** have an individual care plan in place with the school. Please ensure that you advise the school of any medical condition as a matter of priority. It is your responsibility to ensure that the school has all the necessary information and that this is updated promptly should any changes occur.
- Trinity Academy will only accept and administer **PRESCRIPTION** medication that is clearly labelled, by the dispensing pharmacy. This label must be **PRINTED** and must include clear instruction of dosage. Parents are not permitted to instruct any variation to the instructions provided by the pharmacist.

- All unauthorised/non-prescription medication (eg: Paracetamol, Ibruprofen, Hayfever medication) is strictly prohibited on school premises. Please ensure that such medication is taken AT HOME prior to coming into school. If this is not possible for your child, a written agreement is required with the school for your child to carry such medication. In this instance please contact the school for more information. Medication will only be given to a child with prior written permission from parents to do so.
- All medication must be brought into school by the parent/carer and signed for by a relevant member of the First Aid team. This will then be suitably stored in the First Aid room, accessible to all staff as required

#### Guidelines for staff

- If the child is clearly unwell please send another child to Reception immediately to alert a First Aider.
- DO NOT send unwell students to First Aid or Reception unaccompanied AT ANY TIME
- ALL medication administered to students during the school day MUST be recorded (even if the child self-administers). ALL medication MUST be taken under adult supervision and recorded on the medication register for the individual student, and signed by both the student and supervising First Aider.
- All staff will receive termly updates regarding students with a medical need in school. It is the duty of care of ALL staff to ensure that they are aware of these students and any relevant steps that must be taken to support them in school and in case of any emergency.