Culford School

Supporting Pupils with Medical Conditions

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1. Introduction

It is the intention of the school to ensure that pupils with medical conditions receive appropriate care and support while in the school environment to enable them to fully access all areas of the curriculum, flourish academically and enjoy all aspects of school life. In order to maximise opportunity for pupils with a known medical condition we consider in consultation with all parties how the condition may have an impact on a pupil's ability to learn and participate in school life. We then put in place arrangements and protocols to effectively support each pupil. We recognise that minimising disruption to the pupils' education, while providing excellent care, is a fine balance and is dependent on a comprehensive parental, pastoral, nursing and medical partnership.

The school nurses are responsible for overseeing the health care management of pupils with medical conditions at school.

2. Communication

Parents

Admission to the school is dependent on each parent completing a school medical form on which the parent is expected to disclose any diagnosed medical condition, current medication and treatment that the pupil receives. The form also details separate consent for treatment of minor illnesses and accidents, administration of 'over the counter medicines', emergency lifesaving treatment and disclosure of medical information to appropriate staff in order to provide the best care.
Parents are responsible for informing the school Health Centre of changes to their child's health or any new diagnosis.

Nursing staff

If there is a disclosed medical condition on the completed medical form the nursing staff will make contact with the parent ahead of the pupil starting at the school. This initial communication is in order to gain more information and details of what care is required. With the consent of the parent, a pupil's medical condition and relevant medical information is added to the school database (the medical red flag) by the nursing staff in order for relevant staff to access this information and therefore be able to provide suitable care, consideration and treatment to each pupil. When new medical information/diagnosis is given to the school during the term time the nursing staff will add this to the iSAMS red flag and alert HSM's and tutors to the change.
This information should always be treated as sensitive and managed discreetly. When there is a need for more detailed communication all classroom teachers of the pupil and pastoral staff are called to a collective meeting.

Catering staff

The nursing staff inform the catering manager of any food allergies, intolerance or dietary needs listed on the pupil's school medical form. The Health Centre produce and update a whole school dietary needs list including pupils school photos for ease of identification. This list is shared with the Catering Manager before the start of the academic year and then updated throughout the year if more information is received.

Teaching staff, boarding staff, coaches, peripatetic teachers, any staff with pupil responsibility

It is the responsibility of those who work with pupils to access the medical red flags and be familiar with them for the pupils they spend time with during the school day. They should do this during school Insets, ahead of pupils returning to school. It is advisable to then check for changes throughout the term, though important changes will be emailed directly to HSM's, Year Heads and tutors. This information should always be treated as sensitive and managed discreetly.

3. Care plans

Individual care plans are written for pupils with a chronic medical condition who may require special consideration during the school day. These are updated annually or more frequently if the management of the condition changes. The care plan is co-written by parents and the school nursing staff. The purpose of an individual care plan is to accurately record the nature of the condition and agree on the appropriate routine management of the condition and emergency management while in school. The care plan will also include details of any routine medicine, emergency medicine and its safe storage and accessibility, along with emergency contact details. Care plans are always written for pupils with epilepsy, diabetes

and severe allergy (Epipen carriers). Unstable asthmatic pupils may also have an individual care plan in addition to their school asthma card. Care Plans are stored on iSAMS (in pupil manager). The medical red flag will indicate if the pupil has a care plan.

4. Specific medical condition policies

The school has in place policies and protocols for the management of specific conditions, listed below. These are accessible to all staff on the intranet home page Handbook and Policies (staff) and school website (parents). The Head of Health services (Clinical) is responsible for reviewing and updating these annually.

Specific condition policies:
Anaphylaxis
Diabetes
Epilepsy
Asthma
Mental Health
Eating Disorders

5. Emergency Medicines in Schools

Schools are now permitted to have stock emergency adrenaline auto injector pens and salbutamol inhalers for emergency use only. These are only to be given to those who have been prescribed that medication for emergency use or if an emergency service (ambulance operator) specifically directs you to administer the medication.
Red Emergency Medicine bags containing adrenaline auto injector pens, emergency inhalers and spacers are stored in the following places on the school site

- Receptions areas - Pre-Prep, Prep and Senior school
- Boarding houses - Fitzgerald, Jocelyn, Cornwallis, Edwards, Cadogan
- Sports centre
- Ashby Dinning Hall

6. Medicine in School

The school medicine policy covers the management of all medicines on the school site. The school medicine policy can be found in the home page Handbook and Policies (for staff) and on the school website (for parents) all staff with pupil facing roles are trained annually on the key features.

7. Staff training

It is school policy for all teaching staff to complete an HSE Emergency First Aid course; this is updated every 3 years.

All teaching staff and those with pupil facing roles also complete annual training on asthma, anaphylaxis, epilepsy and diabetes this is delivered either online or in-person during staff INSET. Support staff can also access and complete this training if they wish.

To further support staff, the nurses will also if requested, personally deliver training sessions on these conditions for groups of staff or individual staff members.

8. Support for newly diagnosed pupils

Coming to terms with the diagnosis of a chronic condition requires time and sensitivity.
Pupils that are newly diagnosed with conditions such as, but not exclusively, epilepsy, anaphylaxis or diabetes will be offered, with their parents, a meeting with the school nurse to discuss their condition and how it can best be managed in school. The pupil will also be offered the opportunity of an informal education session for a group of his/her friends at the Health Centre. Nursing staff will liaise with appropriate outside agencies, doctors and specialist nurses in order to provide best care for the pupil. The nursing staff will inform relevant staff and offer training as appropriate.

9. Acute or short-term medical conditions

Many pupils will at some point suffer from a short term/transient illness or condition such as but not exclusively, mental health problems, glandular fever and infections. The management of this will be highly individual and flexible as the illness develops or the pupil recovers.

Excellent ongoing communication between the nursing staff, school doctors, pupil, parents and teachers is essential. Confidentiality and the need for all round safe and appropriate care, alongside Gillick competency are continually reviewed and assessed by nursing and the medical staff involved.

The nursing staff may develop a current care form for the pupil which is reviewed weekly at the Health Centre staff meetings. A welfare meeting may be held with relevant staff members present to discuss management of care, parents may be asked to attend.

10. Reduced mobility

Short term reduced mobility. This is a common occurrence in schools usually due to injury. Crutches should only be used when advised by a doctor or A&E dept. The nursing staff will carry out a Personal Emergency Evacuation Plan (PEEP) before the pupil returns to lessons. This will include the allocation of buddies to assist the pupil, and a review of the pupils' school day and how this will be managed. It is sometimes necessary to consider room changes within the boarding house and classroom venues to ensure safe passage in an emergency. The nurse will discuss and agree this with the school Compliance Officer and relevant HSM.

Long term reduced mobility: During the initial enquiry stage of the school admissions process, parents are asked if there are any medical conditions that the school should be aware of. If a perspective pupil has long term reduced mobility, this is then taken into account when arranging the visiting and subsequently in offering a place. The school would take all reasonable steps in ensuring the pupil would be able to access all areas of the curriculum.

If a current pupil is affected by long term reduced mobility a welfare meeting would be called to discuss the short and long term needs of the pupil and how they can be met.

11. References

Supporting pupils at school with medical conditions: Statutory guidance for governing bodies of maintained schools and proprietors of academies in England
Department of Education
December 2015
https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3

Health Conditions in schools Health Alliance
http://medicalconditionsatschool.org.uk/