

Current Policy Date:	December 2024
Review:	Every two years (last version 2022/24)
Date of Next Review:	November 2026



Long Term Medical Needs Policy

1: Short Term Medical needs

Most pupils will at some time have a medical condition that may affect their participation in school activities. For many this will be short term; perhaps finishing a course of medication, or a broken limb. In this case no written care plan is necessary.

2: Long Term Medical Needs

Other pupils have ongoing medical conditions that, if not properly managed, could limit their access to education. Such children are regarded as having medical needs. Most children with medical needs are able to attend school regularly and, with some support from school, can take part in most normal school activities. However, school staff may need to take extra care in supervising some activities to make sure that these pupils, and others, are not put at risk. For these pupils, an individual health care plan will be drawn up in consultation with parents and medical professionals.

At all times, staff and pupils will be encouraged to be sympathetic to children who have medical needs or who require medication at school.

3: Confidentiality

The Head and staff must always treat medical information confidentially. The Head will agree with the parent, who else should have access to records and other information about a child and this will be detailed in their Individual Healthcare Plan. This would usually include all staff that work with the child.

If information is withheld from staff, they will not be held responsible if they act incorrectly in giving medical assistance but otherwise in good faith.

4: Long Term Medical Needs

It is important for the school to have sufficient information about the medical condition of any pupil with long term medical needs. If a pupils needs are inadequately supported, this can have a significant impact on a child's academic attainment and/or lead to emotional and behavioural problems. For pupils who attend regular hospital appointments, special arrangements may be necessary. For pupils with long term medical needs, we will draw up an individual health care plan (IHCP).

5: Individual Health Care Plans (IHCP)

The main purpose of an IHCP is to identify the level of support that is needed at school for an individual pupil. This written agreement with parents clarifies for staff, parents and the pupil the help the school can provide and receive. These plans will be reviewed annually or more frequently at the request of parents or the school. In some cases the plan will be written by a specialist nurse involved in the care of the child.

An IHCP will include:

- details of the child's condition
- special requirements e.g. dietary needs, pre-activity precautions
- any side effects of medicines
- what constitutes an emergency

- what action to take in an emergency
- what not to do in the event of an emergency
- who to contact in an emergency
- the role the staff can play

A copy will be given to the parents, class teacher/s and a copy will be retained in the medical needs file in the Head teacher’s office. The general medical information sheet given to all staff will indicate that the pupil has an IHCP. Teachers/Team leaders must notify supply and support staff to the medical needs of pupils in their care.

West Berkshire Council have produced extensive Guidelines regarding supporting pupils with long term medical needs, (dated 2016), which the Governing Board considered but it was agreed that our own policy met the needs of the Nursery School and Hub.

Policy Review Record

Date Approved	Changes	Signed by
14.11.24 FGB	Remove ‘Supporting pupils with’ from start of policy name, date updates, numbered items, include information on last version, include policy review record.	Signed David Cooper Chair of Governors