



## St Joseph's Catholic Primary School

### **SUPPORTING PUPILS AT SCHOOL WITH MEDICAL CONDITIONS POLICY**

**October 2021**

#### **Introduction**

At St Joseph's Catholic Primary School, any child with a medical condition will be supported in school to play a full and active role in school life, remain as healthy as possible so that they can achieve their academic potential and access and enjoy the same opportunities at school as any other child.

We recognise that pupils with long-term and complex medical conditions may require on-going support, medication and care while at school to help them to manage their condition and keep them as well as possible

We also recognise that needs may change over time, and that this may result in extended absence from school. The school will make every effort to minimise the impact on a child's educational attainment and support his or her emotional and general well-being, including any necessary re-integration programmes.

The school recognises that some children who require support with their medical conditions may also have special educational needs and may have a statement or Education Healthcare Plan (EHCP). This involves working with other schools, health professionals, other support services, and the Local Authority in order to find and provide the best solution. Sometimes it may be necessary for the school to work flexibly, and may, for example, involve a combination of attendance at school and alternative provision.

The admission to school is coordinated by Rotherham LA. No child with a medical condition will be denied admission on the grounds that arrangements for his or her medical condition have not been made. In line with the school's safeguarding duties, the school does not have to accept a child in school at times where it would be detrimental to the health of that child or others to do so.

This policy is based upon the DFE guidance 0025/2002 and the corresponding RMBC (ECaLS) document, 'The Education of Children with medical needs who are unable to attend school'. This comes under the category of 'education otherwise' when the child remains on the school roll and educated temporarily in a hospital setting or through home tuition.

The principles underlining this policy are:

- St Joseph's Catholic Primary School recognises that children absent for medical reasons are entitled to continuity of education as far as their

condition permits and acknowledges that it has a central role to play in securing and ensuring the continuity of education.

- The education provided shall be of a high quality and as broad and balanced as possible such that reintegration is achieved as smoothly as possible.

### **School's Responsibility**

- Where a child is absent from school for medical reasons, school will provide education tasks and resources for use at home when the child is well enough to engage in education.
- Where an absence is known to be more than 15 days or exceeds 15 days, then home tuition should be offered to the child. This may be provided through school's resources or via Rotherham HTHTS. There is no charge for this service, but should home tuition exceed 6 months then a charge may be made to the home school.
- Referral to HTHTS for home tuition can be made by telephone or email (details are at the end of the policy). Medical evidence will be required and should be attached, if possible, at this stage.
- Where a child is admitted to hospital, school will liaise with the teaching service to inform them of the curriculum areas the pupils should be covering during their absence.
- Where possible, school will plan the educational programme of the pupil with the service provider, taking account (as appropriate) of the medical condition, treatment, effects of medication, therapeutic programmes provided and the duration of absence from school.
- School will prioritise the release of a relevant member of staff to attend review meetings and case conference, as required.
- School will aim to ensure maximum continuity of education for the pupil by providing
  - Medium Term Planning
  - Programmes of study/schemes of work
  - Appropriate resources
  - Information relating to the pupil's ability. Progress to date. Assessment data, SATs results, and special educational needs
- School will arrange for pupils to be entered for examinations and liaise with the examination boards to ensure that any special arrangements regarding the pupil's medical needs or alternative location for examination are negotiated. This may include examinations in the hospital schools.

- Where practicable, school will host review meetings as the pupils remains on the school roll and is ultimately school's responsibility.
- Where pupils are recurrent admissions or have a planned admission to hospital, the school will aim to provide a pack of work for pupils to bring into hospital with them.
- School and the education provider will work together to ensure that pupils receive the best possible breadth and quality of educational opportunities.
- Where possible, school will provide rooms and resources, e.g. ICT resources for home tuition
- School will foster communication and the sharing of best practice between teaching staff in school and the staff providing education otherwise.

### **Reintegration into School**

- School will work with providers of education, doctors, educational psychologists, and personal advisers, indeed all relevant professionals to plan a gradual and sensitively orchestrated reintegration into school. Pupils and parents should be consulted, and their wishes and concerns taken into account.
- School will ensure that the pupils and staff in the school who have maintained contact with the pupil who has been absent to play a significant role in helping the pupil to settle back into school
- School will accept part-time attendance where pupils are medically unable to cope with a full day until the pupil is able to attend for full school days.
- The school will make arrangements for pupils with mobility problems to return to school, taking account of health and safety issues, organising risk assessment and seeking advice on lifting and handling procedures where necessary. The impact on staff will be taken into account and additional support may be required.
- Once school is aware of a child returning, school will plan the reintegration and resolve any access problems prior to the planned start date.
- Throughout the absence, school will maintain contact with both parents/carers and the pupil. This will include invitations to events and productions at the school as well as regular communications via letters and newsletter or email.

- Both schools and the education providers will support and advise pupils and their parents/carers, as appropriate, during the absence.
- School should expect to receive regular reports and assessments of pupil progress from the service provider during the pupil's absence and a folder of work on return to school.
- The Head teacher, usually through the liaison member of staff, will ensure that all relevant staff are aware of a pupil's absence and of their responsibility towards maintaining continuity of education for the child.
- The Head teacher will report to Governors on the educational provision which has been made for pupils absent for medical reasons

### **Roles and responsibilities**

Supporting a child with a medical condition during school hours is not the sole responsibility of one person. The school will work collaboratively; both with staff within the organisation and with outside agencies, as the circumstances of each child dictate.

### **Governing Body**

The Governing Body will ensure that pupils in school with medical conditions are supported. It will ensure that a policy is developed, implemented and monitored. The Governing Body will ensure that staff receive suitable training and that they are competent before they take on the responsibility to support children with medical conditions.

### **Head teacher**

The Head teacher will:

- Ensure that the Supporting Pupils with Medical Conditions Policy is developed and effectively implemented with partners, and that all staff are aware of the policy and that they understand their role in implementing the policy.
- Ensure that all relevant staff are aware of a child's condition.
- Ensure that sufficient trained numbers of staff are available to implement the policy and to deliver against all the individual healthcare plans, including in contingency and emergency situations.
- Have overall responsibility for the development of individual healthcare plans.
- Ensure that all staff are appropriately insured to support pupils in this way.
- Liaise with the school nurse in respect of a child who has a medical condition, including in cases where the situation has not yet been brought to the attention of the school nursing service.

## **School Staff**

Any member of the school staff may be asked to provide support to pupils with medical conditions, including the administration of medicines, although they cannot be required to do so. Although administering medicines is not part of a teachers' professional duties, they should take into account the needs of pupils with medical conditions they teach. Any member of school staff should know what to do and respond accordingly when they become aware that a pupil with a medical condition needs help.

## **Pupils**

Pupils with medical conditions may be best placed to provide information about how their condition affects them. They should be involved in discussions about their medical support needs and contribute as much as possible to the development of and comply with their individual healthcare plan. Other children will often be sensitive to the needs of those with medical conditions.

## **Parents and carers**

Parents should provide the school with sufficient and up-to-date information about their child's medical needs. At St Joseph's Catholic Primary School, parents are seen as key partners and they will be involved in the development and review of their child's individual healthcare plan. Parents should carry out the action they have agreed to as part of its implementation, e.g. Provide medicines and equipment and ensure they or another nominated adult are contactable at all times.

## **Local Authority**

The Local Authority has a duty to commission a school nurse service to the school. It is expected that the Local Authority will provide support, advice and guidance, including suitable training for school staff.

## **Staff training and support**

Training needs for staff will be assessed by looking at the current and anticipated needs of pupils.

The Supporting Pupils with Medical Conditions Policy will be subject to whole staff consultation as part of the draft, and subsequent reviews. All members of staff will be informed of it and it will be included in the induction arrangements for new staff to the school.

## **Educational visits and sporting activities**

The school will consider how a child's medical condition will impact on their participation. We will encourage all children to participate unless a health professional states that it is not possible.

**Liability and indemnity**

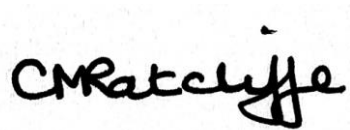
The Governing Body at St Joseph Catholic Primary School ensures that appropriate insurance is in place and that it reflects the level of risk. The insurance covers staff providing support to pupils with medical conditions. From time to time, the school may need to review the level of cover for health care procedures and any associated related training requirements.

**Complaints**

Parents who are dissatisfied with the support provided should discuss their concerns directly with the school. If for whatever reason this does not resolve the issue, they make a formal complaint via the school's complaints procedure.

**Other issues for consideration**

The school has a number of trained First Aiders amongst the staff.



Signed: ..... Chair of Governors

Dated: .....03/10/2021.....