



BOROUGHBRIDGE

Primary School & Nursery

Making A Difference

Boroughbridge Primary School & Nursery **Policy for Children with Medical Needs.**

What is the purpose of this policy?

The purpose of this policy is to describe how Boroughbridge Primary School & Nursery will ensure that children with medical needs have access to a good quality and appropriate education during a prolonged absence from school.

Who leads on this policy?

It is a requirement that each school has a named person who leads on the implementation of the policy for children with medical needs. At the time of writing the designated person is the Head Teacher Gail Lee alongside the school SENCO (Special Educational Needs Coordinator).

What is the definition of children with medical needs?

All children are likely to be absent from school occasionally. This policy is directed at children who have serious illnesses that are likely to prevent attendance at school for long periods of time (after 15 consecutive days of absence) and may well involve repeated periods of absence. It is also likely that such children will also spend time in a hospital. In this policy this group of children are described as Category 1. However, the policy also describes what will happen when otherwise healthy children are absent for more than five consecutive school days. In this policy this group of children are described as Category 2.

What will be the provision for children defined as Category 1?

The Headteacher/ SENCO will maintain a list of children who are defined as falling into Category 1. In most cases a Care Management Plan will be written. Parents of children in Category 1 will be informed of this policy so that the Plan can be written at the earliest possible time in order to ensure that appropriate provision is made from the moment the absence begins. Initially, a Care Management Plan will be reviewed on a weekly basis, and then at longer intervals as appropriate. Each Plan will be different, because each child's circumstances will be different. The following list describes some of the possible actions that could be included in a Plan. A Plan will always name a learning mentor who will be a contact person for the parents.

1. The child may go to a hospital that has a hospital school. The SENCO will contact the Headteacher of the hospital school or EMS unit and will provide copies of teachers' planning to indicate the curriculum that would have been provided if the child had been in school.



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If the child has special educational needs and also has an IPM (individual provision map), a copy of the IPM will also be provided. It is then the responsibility of the Headteacher of the hospital school or EMS unit to ensure that the child's needs are met at a level appropriate to her/his medical condition.

2. A child may have a long-term absence and be at home. If this absence is likely to exceed 15 days an application will be submitted to the Inclusion Team for possible home tuition.

3. It is possible that a Care Management Plan might also include an element of part-time attendance at school.

4. Where appropriate, use will be made of ICT to send work to a child's home.

What will be the provision for children defined as Category 2?

If it becomes apparent that a child's absence is likely to exceed 5 days, or has already exceeded 5 days, the SENCO should be informed. A decision on provision appropriate to a child's medical needs will then be made on an individual basis. It may be necessary to write a PEP. In most cases this will not be necessary and an offer will be made to parents to have a meeting with the class teacher who will provide appropriate work. Parents will be informed of this aspect of the school's provision in the newsletter once every school year.

What is the Policy on Asthma & Eczema creams?

Children who suffer with asthma need to be able to gain quick access to their inhalers (or spacers in the cases of some younger children). Parents sign a form to acknowledge that an inhaler has been provided. Both the inhaler and form are kept in classrooms preferably within or near the child's bag for quick access in case of an emergency. Members of staff need to remember to ensure that inhalers are taken on off-site visits. However, as children with asthma get older it is very much the expectation that they should take the lead on remembering to take their inhalers. In the case of Eczema creams, each child is to be taught how to put the cream on for themselves so adults are not touching them in intimate areas, adults are to supervise use and talk the child through what to do with the cream. Cream is to be stored in a cupboard out of the reach of other children and at room temperature.

What is the Policy on the Administration of Medicines?

Please see the 'Medicines in school policy'

How do we know which children have medical needs?

School office will maintain a list and this will inform the class 'Vulnerable Learners List' document, kept in a locked cupboard in the school office.



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Policy on the Administration of Epi-pens

What is the purpose of this policy?

The purpose of this policy is to describe to parent, governors, and staff the measures taken by the school to protect those children or members of staff who may need to receive the administration of an epi-pen. This policy only describes in outline the causes and symptoms of anaphylaxis. Staff will receive detailed training from our local medical team.

What is anaphylaxis?

Anaphylaxis can be triggered by foods (nuts, shellfish, dairy products) or non-foods (wasp and bee stings, certain medicines, even exercise). The symptoms of anaphylaxis can be identified by effects on the respiratory system, cardiovascular system, gastrointestinal system, skin, nervous system, genitourinary system. In the event of an attack it is important to administer an epi-pen as soon as possible and then call 999 for an ambulance.

How will I know which children might need an epi-pen?

At the beginning of each new school year (or when a new child joins the school), all information about anaphylaxis will be passed to the school Headteacher/SENCo who will ensure that this information is given to all those adults that have most frequent contact with individual children and that the information is recorded on the 'Vulnerable Learners List'

Where are Epi-pens Stored?

Each child should have an epi-pen in school, stored in the staffroom or a locked cupboard near the classroom. It will be out of the reach of children on a high shelf in a cupboard. Each Epi-pen is stored in a plastic wallet that also contains the name of the child, her/his photograph, and a copy of the child's individual plan.

What is our policy for diabetes?

The purpose of this policy is to describe to parent, governors, and staff the measures taken by the school to protect those children or members of staff who may need to receive the administration of insulin. Staff will receive detailed training from our local medical team.

What is Diabetes?

Diabetes is a condition where the amount of glucose in your blood is too high because the body cannot use it properly. This is because your pancreas doesn't produce any insulin, or not enough insulin, to help glucose enter your body's cells – or the insulin that is produced does not work properly. Insulin is the hormone produced by the pancreas that allows glucose to enter the body's cells, where it is used as fuel for energy so we can work, play and generally live our lives. It is vital for life. Glucose comes from digesting carbohydrate and is also



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produced by the liver. If you have diabetes, your body cannot make proper use of this glucose so it builds up in the blood and can't be used as fuel. There are two main types of diabetes: Type 1 diabetes and Type 2 diabetes.

How will I know which children might need a blood testing kit and insulin pen?

At the beginning of each new school year (or when a new child joins the school), all information about diabetes will be passed to the school Headteacher/SENCo who will ensure that this information is given to all those adults that have most frequent contact with individual children and that the information is recorded on the 'Vulnerable Learners List'. The medical team and diabetes nurse will provide teachers with training and school will work with parents and medical staff to create an individual medical plan for that pupil.

Where are Diabetes kits Stored?

Each child will always have their own kits in school which will go home at the end of each day. It will be stored in the classroom for regular easy access. Each insulin pen in a hard case and blood testing kit is stored with their individual pack alongside a book to record blood level results. The child's photograph and a copy of the child's individual medical plan will always be available in the classroom. It is parent's responsibility to keep the kit well stocked with the correct equipment and to bring in any snacks the child may need on a weekly/ daily basis as agreed in the care plan.

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