



**Inspiring Futures
Through Learning**

Supporting Pupils in School with Medical Conditions

September 2022 to September 2024

Our IFtL Family

At IFtL, we are committed to developing a family of schools who inspire all of our futures through learning. Schools within our Trust share the same values and ethos; our teams are constantly in the pursuit of development and excellence everyday. We open doors to opportunity and unlock the potential of both our children and our adults so that we all develop the confidence to achieve both our independent and collective ambitions. At IFtL, we are never alone. We know we are stronger together – one united family striving for excellence for all, in everything we do.

IFTL is a trust established by educationalists, with education and improving outcomes for children at the heart of all we do.



Policy name:	IFtL Supporting Pupils in School with Medical Conditions
Version:	V5
Date relevant from:	September 2022
Date to be reviewed:	September 2024 <i>This policy will be reviewed every two years unless legislation dictates otherwise. Recent changes in Legislation will need to be read and used to review this Policy.</i>
Role of reviewer:	IFtL Pupil Support Specialist Advisor
Statutory (Y/N):	Y
Published on website*:	2C

Policy level**:	1
Relevant to:	All employees through all IFtL schools and departments
Bodies consulted:	Employees Trade unions School / department governance bodies
Approved by:	IFtL Board of Trustees
Approval date:	31 st August 2021

Key:

*** Publication on website:**

IFtL website		School website	
1	Statutory publication	A	Statutory publication
2	Good practice	B	Good practice
3	Not required	C	Not required

**** Policy level:**

1. Trust wide:
 - This one policy is relevant to everyone and consistently applied across all schools and Trust departments with no variations.
 - *Approved by the IFtL Board of Trustees.*
2. Trust core values:
 - This policy defines the values to be incorporated fully in all other policies on this subject across all schools and Trust departments. This policy should therefore form the basis of a localised school / department policy that in addition contains relevant information, procedures and / or processes contextualised to that school / department.
 - *Approved by the IFtL Board of Trustees as a Trust Core Values policy.*
 - *Approved by school / department governance bodies as a relevantly contextualised school / department policy.*
3. School / department policies
 - These are defined independently by schools / departments as appropriate
 - *Approved by school / department governance bodies.*

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Vision

At IFTL Trust Schools, we are relentlessly driven by our pursuit of excellence and high expectations of learning, behaviour and respect for every member of our community. We are inclusive in our schooling of children with medical conditions and support them to have full access to the curriculum and wider school life.

Aspirations

We will always strive to include children with medical conditions fully into the whole life of the school and offer direct support to their medical needs but also consider any associated social, emotional or academic needs because of their condition. Our aim is to make them feel safe and allow them to flourish, embracing their strengths and developing their talents.

Core Values

We believe in the importance of open, honest and ongoing collaboration and an open partnership between staff, health care professionals, parents and pupils to ensure we are fully able to support pupils with medical conditions and have a deeper understanding of their needs. To ensure that the medical needs of pupils are met, they feel safe, looked after and happy and to ensure they are able to play a full and rewarding role in school life. We also believe that all schools should have clear plans, procedures and systems in place to care for and protect the pupils, the staff and all members of the school community.

Success indicators

All schools within the trust will implement the following indicators:

- 1) We collaborate fully with healthcare professionals, parents, pupils and other staff and take on board advice to meet the needs of the whole child fully.
- 2) We adhere to and closely follow all recommendations within the Statutory Documentation of Supporting Pupils at School with Medical Conditions (2015) to ensure high standards of care and practice.
- 3) We have clear school medical needs policies that outline all recommendations in the above statutory guidance but are pertinent and bespoke to each IFTL school.
- 4) We have clear plans (including Individual Healthcare Plans) and procedures (including emergency procedures) in place which are shared with all staff to respond appropriately to the medical needs of the pupil and with managing or administering medicines within school.
- 5) We plan how we can support access to the whole curriculum, including day trips, residential visits and sporting activities so children can have a full and active role in school life.

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- 6) Everyone takes responsibility in our schools and we ensure there is appropriate training and relevant insurance in place.
- 7) We use Individual Health Care Plans to support the child in managing their condition and overcoming barriers.

Inclusion

Pupils with medical needs will be fully supported in our schools to access the full curriculum in ways that are appropriate to their needs. This includes making reasonable adjustments to fully support pupils with medical needs to access day trips, residential visits and sporting activities. Our schools are mindful that as well as considering medical needs, pupils may have additional social, emotional or educational needs because of their medical condition and these will be planned for accordingly.

Collaboration

Our IFTL schools work in partnership with healthcare professionals to ask for advice, support and further understanding of best practice to meet the pupil's needs. We also understand the importance of the views of the parents/ carers, and the pupils themselves, when writing plans and discussing how needs will be best met within the school. Our schools also ensure our parents are aware of any actions that they need to take, such as providing medicine, for doctor prescribed medication, and are made accountable for these. If in the unlikely event parents/carers are unsatisfied with communication and how needs are being met, they should speak to the specific school, first and foremost and then contact the appropriate person within the IFTL trust. (Becky Skillings, Rachel Graham and Jen Doherty are the Pupil Support Leads for IFTL or alternatively the Head of Quality Assurance, Kim Kemp or Head of School Improvement, Mel Saunders, can be contacted.)

We understand collaboration with the school nursing team is also paramount. Our schools ensure that they use this resource for support and advice before the pupil starts school as well as during their time at the school including advice, training and signposting/seeking additional support where appropriate.

Procedures and Individual Healthcare Plans

Our IFTL schools follow all procedures stated in the statutory guidance if they are notified a pupil in their school has a medical condition. All schools adhere to Supporting Pupils at School with Medical Conditions (2015). All our schools use this as a starting point for providing high quality care and use this statutory document to ensure that practice is of a high quality. We do not wait for the formal diagnosis to put plans and procedures in place, however we do amend them when a formal diagnosis is given and take all advice from the health care professionals.

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All our schools are required to have clear and comprehensive plans, procedures and systems in place to ensure their policy and the statutory guidance that Individual Healthcare Plans are properly, effectively and sensitively implemented with a named person holding overall responsibility for overseeing that medical needs are being met. All staff are also accountable and responsible for supporting pupils with all medical needs, including asthma, diabetes, epilepsy and anaphylaxis. In IFTL schools, we also ensure that we have clear procedures in place for managing medicines on and off school premises and the written records of administered medicines, including storage and handling of epi pens, insulin pens, prescribed medication and inhalers.

Our schools ensure that if appropriate, pupils with medical conditions have an Individual Healthcare Plan, which is agreed by the school, healthcare professionals and parents/ carers. In our schools, these plans are detailed, and it is responsibility of the schools to ensure that these are in place and followed, fully utilising advice from healthcare professionals. Individual Healthcare Plans are used by our schools to assess and manage risk to children's education, health and social wellbeing. Specific details of what they need to include is stated in the statutory guidance of Supporting Pupils in Schools with Medical Conditions (2015) and our schools ensure that they follow this guidance to produce comprehensive, purposeful and relevant information which all staff follow. All our schools are required to have Individual Healthcare Plans for appropriate pupils with medical needs and these are to include clear emergency procedures in place. If a child has an Education Health Care Plan (EHCP) then the Individual Healthcare Plan should be identified and linked to the EHCP. Individual Healthcare Plans should be regularly reviewed (at least annually) or sooner if the pupil's needs have changed. The information that must be included in an Individual Healthcare Plan is outline in the statutory guidance; [Supporting Pupils in Schools with Medical Conditions](#)

Training

All staff in our IFTL schools work collaboratively and are responsible for all pupils within their care, including pupils with medical conditions. Our schools will ensure that suitable training is given to staff by an appropriate professional for supporting pupils and administering medicines. The schools are responsible for ensuring this training is commissioned and provided to the relevant people in order, within the specific school prior to the child starting school. If a new diagnosis is received then any necessary training should be carried out within two weeks of diagnosis. This training is to fulfil statutory requirements, to provide all staff with appropriate knowledge and skills to support all children and will also consider equipping staff to deal with any specific medical needs of pupils including asthma, anaphylaxis, diabetes, eczema and epilepsy within each of the schools. There will be a number of staff in each school who have received general first aid training that allows them to appropriately and confidently deal with some more common medical conditions and also minor injuries that may be sustained in school.

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Insurance

All our IFTL schools will ensure that the appropriate level of insurance is in place for the level of risk in our schools when supporting pupils with medical conditions. Details of the insurance are required to be regularly checked by each of the IFTL schools and they must ensure that it has full coverage for both pupils and staff, covers all aspects stated in the statutory document, including the staff providing the support for the pupil, the administration of medications and any individual cover for specific healthcare procedures. Our schools take responsibility for checking that the requirements are covered by the insurance and that there is full compliance.

School Policy

All our schools will have a medical needs policy that details how the school will specifically support pupils with medical conditions as per statutory guidance. These are comprehensive and follow all recommendations made in the statutory document of Supporting Pupils at School with Medical Conditions (2015) and adhere to all recommendations stated within this policy. This policy will be reviewed annually or in light of changes within the school or statutory updates. Each policy will state when it is reviewed but this will be at least annually.

Safeguarding Statement

Safeguarding is everybody's business. IFTL MAT is committed to ensuring that all our children and young people are safe and feel safe. The right to be safe for any member of the IFTL community is a non-negotiable and paramount. Safeguarding and child protection is crucial and we are fully committed to ensuring the welfare and safety of all our children and staff. IFTL and all the schools within the Trust must fully adhere to all safeguarding and child protection legislation, policy and procedures at all times and under any circumstances. Any concerns at a Trust level will be referred to IFTL safeguarding Lead, Kim Kemp, the DDSL Jamie Ainscow or any of the DSOs - Sarah Bennett, Michelle Gardner, Hayley Cook or Jennifer Doherty and to the relevant designated safeguarding leads/ officers within each school for concerns pertinent to children within the school. IFTL fully adheres to all Safeguarding and child protection legislation and MK Together Partnership/ Northamptonshire Safeguarding requirements, including the Milton Keynes/ Northamptonshire Whistleblowing Policy and procedures and all requirements within KSCIE 2022 and Working Together 2018.

