



International School Seychelles



Supporting pupils with medical conditions Policy

You are not born for yourself but for the world

Contents

1. Policy Aims
2. Policy Scope
 - 2.1 Definitions
 - 2.2 Links with other policies and practices
3. Monitoring and Review
4. Roles and responsibilities
5. Procedures
6. Individual Healthcare Plans (IHCPs)
7. Administering medicines
8. Action in emergencies
9. Activities beyond the usual curriculum
10. Unacceptable practice

1. Policy Aims

- Schools have a duty to support children with medical conditions.
- Where children have a disability or an identified special need, further requirements will also apply.
- All children have a right to access the full curriculum, adapted to their medical needs and to receive the on-going support, medicines or care that they require at school to help them manage their condition and keep them well.
- We recognise that medical conditions may impact social and emotional development as well as having educational implications.
- International School Seychelles (ISS) will build relationships with healthcare professionals and other agencies and in order to support effectively pupils with medical condition.

2. Policy Scope

- International School of Seychelles (ISS) believes that all students, including those with medical conditions, should have a fair and equal access to education.
- Pupils at school with medical conditions should be properly supported so that they have full access to education, including school trips and physical education.
- This policy applies to all students.

2.1 Definitions

Pupils' medical conditions may be summarised as being of two types:

- Short-term affecting their participation in school activities while they are on a course of medication (requiring a Medical Information Consent Form)
- Long-term potentially limiting their access to education and requiring extra care and support (requiring an Individual Healthcare Plan).

2.2 Links with other policies and practices

This policy links with several other policies, practices and action plans including:

- Respectful School policy
- Attendance policy
- Safeguarding policy

3. Monitoring and Review

- International School of Seychelles (ISS) will review this policy at least once annually.
- ISS will regularly monitor our provision for pupils with medical conditions to ensure that this policy is consistently applied.
- To ensure they have oversight of our provision for pupils with medical conditions, the Senior Leadership Team will be informed of any matters relating to medical conditions, as appropriate.
- The Senior Leadership Team will report on a regular basis to the Board of Governors on issues around our provision for pupils with medical conditions, including outcomes.
- Any issues identified via monitoring will be incorporated into the school's action planning.

4. Roles and responsibilities

4.1. The Named Person responsible for children with medical conditions is the ISS School Nurse. The Nurse is responsible for:

- Informing relevant staff of medical conditions
- Arranging training for identified staff
- Ensuring that staff are aware of the need to communicate necessary information about medical conditions to supply staff and where appropriate, taking the lead in communicating this information
- Providing support for staff on implementing a child's individual healthcare plan
- Assisting with risk assessment for school visits and other activities outside of the normal timetable
- Developing, monitoring and reviewing Individual Healthcare Plans with additional needs coordinator
- Working together with parents, pupils, healthcare professionals and other agencies

4.2. The Board of Governors is responsible for:

- Determining the school's general policy and ensuring that arrangements are in place to support children with medical conditions.

4.3. The Principal is responsible for:

- Overseeing the management and provision of support for children with medical conditions
- Ensuring that sufficient trained numbers of staff are available to implement the policy and deliver individual healthcare plans, including to cover absence and staff turnover
- Ensuring that school staff are appropriately insured and are aware that they are insured

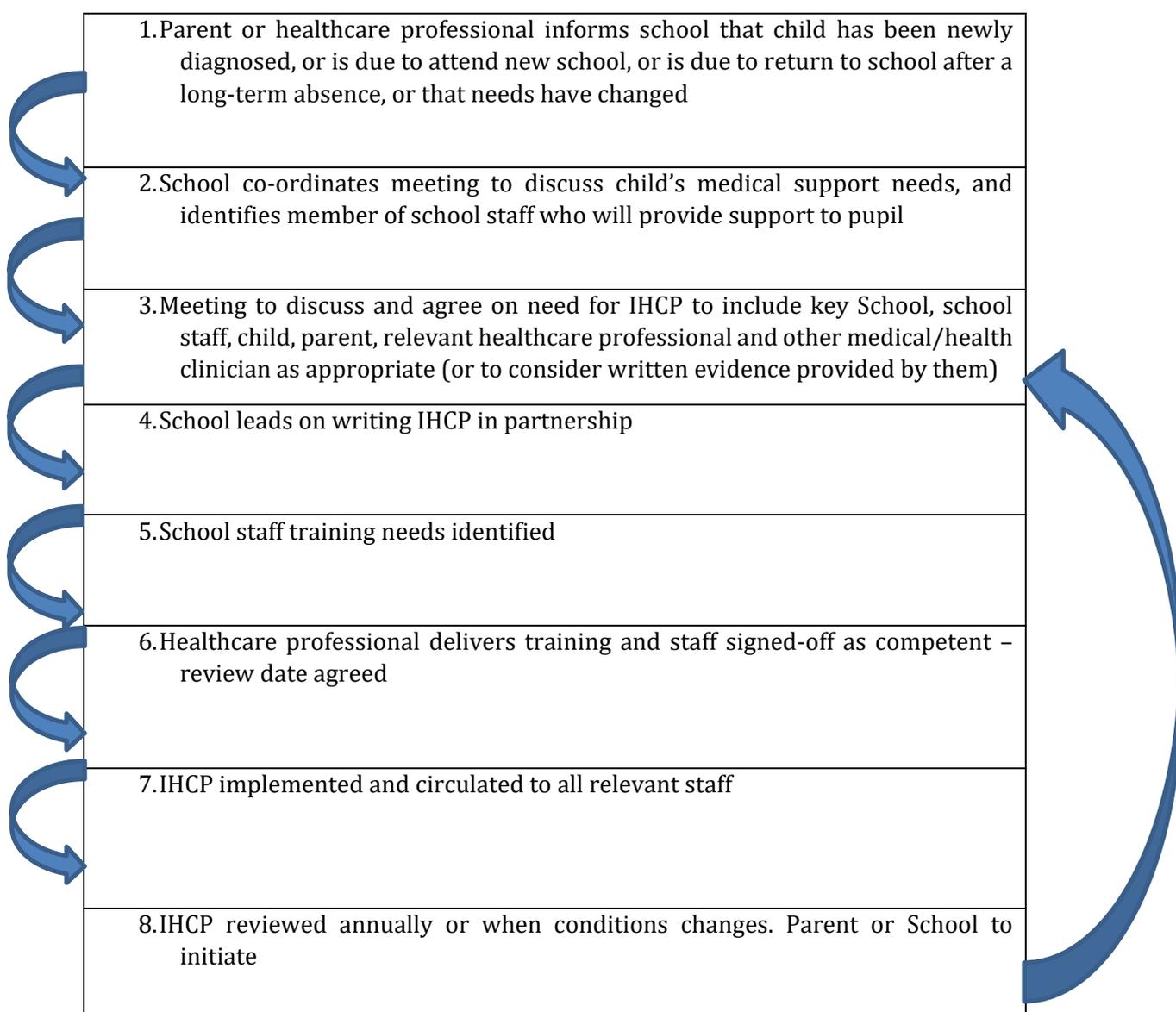
4.4. Academic and Support Staff are responsible for:

- The day to day management of the medical conditions of children they work with, in line with training received and as set out in individual healthcare plans

- Working with the named person, ensure that risk assessments are carried out for school visits and other activities outside of the normal timetable
- Providing information about medical conditions to supply staff who will be covering their role where the need for supply staff is known in advance
- Any academic or support staff member may be asked to provide support to a child with a medical condition, including administering medicines.

5. Procedures

- The named person will liaise with relevant individuals, including as appropriate parents, the individual pupil, health professionals and other agencies to decide on the support to be provided to the child.
- Where appropriate, an Individual Healthcare Plan (IHCP) will be drawn up.
- The flowchart below outlines the process for developing individual healthcare plans:



6. Individual Healthcare Plans (IHCPs)

- An ICHP will be written for pupils with a medical condition that is long term and complex.
- It will clarify what needs to be done, when and by whom and include information about the child's condition, special requirements, medicines required, what constitutes an emergency and action to take in the case of an emergency clarity.
- Where a child has SEND but does not have a statement or EHC plan, their special educational needs will be mentioned in their IHCP.
- IHCPs will be reviewed termly or annually, or earlier if evidence is provided that a child's needs have changed.

7. Administering medicines

- Written consent from parents must be received before administering any medicine to a child at school.
- Medicines will only be accepted for administration if they are:
 - Prescribed
 - In-date
 - Labelled
 - Provided in the original container as dispensed by a pharmacist and include instructions for administration, dosage and storage.
 - The exception to this is insulin which must be in date but will generally be available inside an insulin pen or pump, rather than in its original container.
- Medicines should be stored safely. Children should know where their medicines are at all times.
- Written records will be kept of all medicines administered to children.
- Pupils who are competent to manage their own health needs and medicines, after discussion with parents/guardians will be allowed to carry their own medicines and relevant devices or will be allowed to access their medicines for self-medication.

The Nurse must be kept informed of such prescriptive medication and secure storage for such medication must be identified.

8. Action in emergencies

Request an ambulance – dial 999 and be ready with the information below. Speak slowly and clearly and be ready to repeat information if asked.

1. The school's telephone number: 461 0444

2. Your name

3. Your location: International School Seychelles, Mont Fleuri, Victoria, Mahé

4. Provide the exact location of the patient within the school

5. Provide the name of the child and a brief description of their symptoms

6. Inform ambulance control of the best entrance to use and state that the crew will be met and taken to the patient

Contact the Nurse.

If necessary, contact Security to allow access to site.

Contact the parents to inform them of the situation.

A member of staff should stay with the pupil until the parent/carer arrives. If a parent/carer does not arrive before the pupil is transported to hospital, a member of staff should accompany the child in the ambulance.

9. Activities beyond the usual curriculum

Reasonable adjustments will be made to enable pupils with medical needs to participate fully and safely in day trips, residential visits, sporting activities and other activities beyond the usual curriculum.

When carrying out risk assessments, parents/guardians, pupils and healthcare professionals will be consulted where appropriate.

10. Unacceptable practice

The following items are not generally acceptable practice with regard to children with medical conditions, although the school will use discretion to respond to each individual case in the most appropriate manner.

Preventing children from easily accessing their inhalers and medication and administering their medication when and where necessary

Assuming that every child with the same condition requires the same treatment

Ignoring the views of the child or their parents; or ignoring medical evidence or opinion

- Sending children with medical conditions home frequently or prevent them from staying for normal school activities, including lunch, unless this is specified in their individual healthcare plans
- If the child becomes ill, sending them to the school office or medical department unaccompanied or with someone unsuitable
- Penalising children if their absences are related to their medical condition e.g. hospital appointments
- Preventing pupils from drinking, eating or taking toilet or other breaks whenever they need to in order to manage their medical condition effectively
- ~~Requiring parents, or otherwise making them feel obliged, to attend school to administer medication or provide medical support to their child, including with toileting issues. No parent should have to give up working because the school is failing to support their child's medical needs~~
- Preventing children from participating, or create unnecessary barriers to children participating in any aspect of school life, including school trips, e.g. by requiring parents to accompany the child