

Procedures for Medical Issues

- Christ Church Primary School shares the LA’s policy on providing an inclusive education and recognises that some children may have long or short term medical needs.
- Whilst pupils and their parents are encouraged to take responsibility for the pupils’ medical care, the school has a duty to support children with special medical needs within the terms of the guidelines laid out in the Wiltshire Council Health and Safety Manual and under the provision of the Equality Act as the school’s Equality Policy.
- Teachers and support staff in charge of pupils have a common law duty to act as any reasonably prudent parent would, to make sure that pupils are healthy and safe on school premises and when away on outings or residential visits. However, they are also guided by professional associations.
- Teachers and support staff must at all times respect the confidentiality surrounding issues of the individual health of a child and staff will be advised on a ‘need to know’ basis.
- Where a child is suffering from a ‘communicable disease’ the school will follow the guidance as outlined in ‘The control of communicable diseases in schools and nurseries’ (September 2015) issued by Public Health England

In case of illness:

- If children are unwell, we ask that they be kept at home. Any sickness or vomiting or diarrhoea requires 48 hours away from school. If they become ill at school every effort is made to inform parents so that they may collect them.
- If there is any doubt about the health of a child at any time, parents will be contacted and asked to collect the child as soon as possible.

In the case of injury:

(please refer to the school’s First Aid Procedures`)

- Minor cuts and abrasions will be treated at school adhering to the school’s first aid procedure and guidelines provided in the County Council Health and Safety Manual.
- Wherever possible first aid will be administered by staff holding a qualification in First Aid administration.
- The Head Teacher will be informed of any serious accident or incident involving pupils or staff, via the appropriate Accident/Incident referral form
- Parents will be immediately contacted in the event of a more serious injury.
- “Bump on the head” form will be sent to parents following a head injury.
- All accidents or medical incidents are to be noted and recorded in the school accident books and, where necessary reported to the LA in line with procedures outlined in the school’s Health & Safety Policy.

In case of a pupil needing medication or routine medical treatment during the school day:

- No medication must be given to any pupil without the specific written consent of the parent/guardian concerned.
- If a child needs prescribed medication during school hours i.e. at a prescribed time (not just three times daily doses), we ask that the parents come in to administer the dose. If this is not possible, a County parental consent form (Procedure M1 - Form 1) needs to be filled out and a special arrangement needs to be made with consent of the member of staff asked to administer the medication.
- A written record should be kept of the administration of all prescribed medication to pupils (Procedure M1 - Form 2).
- Wiltshire Council’s Health and Safety manual guidelines for the storing, labelling and administrations of all medication must be followed at all times.
- For pupils who have long term specific medical needs, including children with severe asthma, severe food allergies, diabetes and epilepsy, an individual health care plan needs to be drawn up in discussion with the parents/guardians and the relevant health services.
- The health care plan should follow closely the guidelines in the County Health and Safety manual and should only be operational with the consent of all the parties involved.
- It is the parent who has the responsibility to ensure that medicine is within date.
- Risk assessments may need to be put into place for certain individual pupils carrying out certain activities. These may cover the pupils’ medical needs, medication requirements and emergency treatment.

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Renewal date:	2/10/16

CHRIST CHURCH CE (VC) PRIMARY SCHOOL
POLICY NUMBER: A1 HEALTH AND SAFETY POLICY
APPENDIX M: MEDICAL ISSUES

Medical checks:

- We work closely with the schools medical service and support and encourage their role in routine school life. We welcome any opportunity for closer inter-agency links.
- Where necessary, the school nurse will screen children who start school. Parents are invited to attend. Regular hearing and sight checks are also carried out through the child's time at Christ Church.
- Where specific low level concerns are expressed by staff, a medical selection examination may be arranged, which parents may attend.
- Where serious concern is expressed, the relevant agency and the parents are immediately contacted.

Asthma and extreme allergies:

Christ Church School recognises that asthma and extreme allergic reactions to certain foods or insect stings are important conditions affecting certain children. Pupils with these conditions are welcome in the school and are encouraged to take full part in all activities.

- The school requests that parents provide a detailed picture of the exact nature of the child's condition and details of the treatment the child should receive if their condition were to deteriorate whilst in school.
- A record of all children suffering from these conditions should be kept in school at all times and any incidences relating to their condition that take place while the child is at school should be recorded.
- Class teachers should be informed in detail of the child's condition and should know what to do if the child were to suffer an attack. All school staff should have a training session during their First Aid training about asthma and anaphylaxis and what to do when a child suffers an attack. Further information is available from the School Health Nurse.
- Supply staff will be given relevant medical information for the class in question.
- When a child is thought to be in particular danger from a serious attack and an individual health care plan will be drawn up with the support of the parents and School Nurse Service.
- It may be necessary for a member of staff to undergo specialised training in order to safeguard the health of a particular pupil. Training should be arranged by the Head Teacher and in agreement with the member of staff concerned.
- The school is to ensure that pupils suffering from asthma have easy access to their inhaler at all times. As soon as the child is able, as decided by the child's parent or doctor, they should carry their own inhaler. Children suffering from asthma will have the opportunity to use their medication before exercise and their inhaler should be kept near to them whilst they are exercising.
- The aim of full participation in sports and exercise should be the goal for all but the most severely affected pupils with asthma. However, if a child becomes too wheezy to continue, they will be allowed to stop the activity.
- Foods with nuts and nut based products should be discouraged in packed lunches.
- Where a child suffers from major food allergies and requires an epi-pen, a care plan will be drawn up.
- The school will discourage the use of nut based products through letters and induction arrangements.
- As the school cannot guarantee to be 'nut free' (or any other 'product free') then the following procedures will be recommended:
 - Staff who have direct contact with the child will have epi-pen training.
 - Pupils will carry an epi-pen with them in a 'bum bag' and, if two have been prescribed for use in school aspare epi-pen will be kept in the main office which must be labelled with the child's name. Again it is the parents' responsibility to ensure that epi pens are in date and not expired.
 - When having lunch the child will sit at the head of the table.
 - Under the supervision of an MDSA, a food check will be carried out of those pupils sitting at the table.
 - If another child has food likely to be of risk, then they will be asked to change tables. An explanation will be given and the child allowed to take some friends with them.
- The following have been recognised as potential asthma triggers:
 - Pollen and spores, animals, certain glues and paints, cigarette smoke, the common cold, sudden changes in temperature, exercise and emotional upset.
- The following are common triggers for extreme allergic reaction (anaphylactic shock):
 - Nuts, particularly peanuts, nut oils, wasp and bee stings.

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