SUPPORTING STUDENTS WITH MEDICAL CONDITIONS

Status: Statutory

Member of Staff Responsible: Principal

Related Policies:

- Safeguarding & Child Protection
- Health and safety
- First Aid and Managing Medicines
- Educational Visits
- SEND and inclusion

Implementation date: September 2016

Reviewed date: September 2026

Next review date: September 2027

Supporting Students with Medical Conditions

In line with guidance from the DfE, UTC Derby has developed this policy to set out how it will meet the medical needs of students.

The UTC has a firm commitment to both meeting these needs and minimising their impact on individual students' ability to fully access the UTC.

This policy sets out school arrangements so that governors, staff and parents/carers can understand how medical needs are met at UTC Derby.

This policy should be used in conjunction with the First Aid and Managing Medicines Policy.

UTC Derby expresses a firm commitment to work with all health and care agencies to ensure that student medical needs are met. Cross-agency professional relationships will be positive and open with the interests of the student placed at the centre of all collective work.

Consultation with external agencies and reference to guidance will inform our approach in this area. All students are individuals and their medical needs will be addressed on this basis.

Arrangements to ensure UTC Derby will meet students' medical conditions

When applying to the UTC, Parents and carers will be asked for information relating to their child's health. This information along with transition information from their previous school will be reviewed by the Learning Managers or Designated Safeguarding Lead. If there are any health conditions that require further support then the Learning Manager / Designated Safeguarding Lead will meet with the parents and student to gather information and if necessary complete an Individual Healthcare Plan (IHP).

Parents and carers will be asked to complete a form to give consent for medication to be given to their child/for their child to administer the medication themselves (inhalers/EpiPens) as appropriate.

The care plan will be written to provide information for staff to explain what they need to do to support students with medical conditions. The care plan will either need to be used continuously or in some cases, in emergency situations.

The above will be reviewed on a continuous basis. As changes in medical conditions occur, the Individual Healthcare Plans will be updated yearly (unless changes occur beforehand). The IHP will be sent home for parents to agree and sign off.

Roles and Responsibilities

The Local Governing Body and the Principal are responsible for ensuring that the UTC has a policy in place which is adhered to by all staff.

The Principal is responsible for ensuring that UTC staff are suitably trained to meet medical needs (both at an individual level and a whole-school awareness level); that effective communication systems are in place to ensure relevant information is known and confidentiality upheld.

The Learning Managers / Designated Safeguarding Lead are responsible for completing / updating the care plans and any risk assessments for the building. They act as a key liaison point between the UTC, health staff, parents and carers. The Business & Operations Director monitors any risk assessments produced for the building. The Designated Safeguarding Lead is responsible for monitoring the production / updating of the care plans.

Staff who are organising Educational Visits should consult the Learning Managers / First Aiders regarding any specific medical conditions that students may have who are attending an off-site visit. They are responsible for ensuring the student can attend the educational visit wherever possible and for ensuring that appropriate support / first aid is in place for the visit. The PA to the Principal is the Educational Visits Co-ordinator who oversees the process.

First aiders are responsible for ensuring they know which students have care plans in place for the effective administration of medication and will ensure that the IHPs accompany students on trips.

It is expected that an Individual Healthcare Plan will be reviewed annually as a minimum.

Care plans are used to create a centralised register of students with medical needs and are kept in a secure central location at UTC (and also attached as a linked document in SIMS).

Parents are regularly reminded to update their child's care plan if their child has a medical emergency, if there have been changes to their symptoms (getting better or worse), or when their medication and treatments change.

Every student with a care plan at the UTC will have their plan discussed and reviewed at least once a year.

All staff have access to the care plans in their care and are reminded of who has an IHP weekly at Staff Briefing.

All staff are responsible for the protection of student confidentiality.

Before sharing any medical information with any other party, such as when a student takes part in a work experience placement, permission is sought from parents.

Unacceptable Practice

It is unacceptable to;

- To prevent children from easily accessing their inhalers and emergency medication and administering their medication when and where necessary.
- To assume that every child with the same condition requires the same treatment.
- To ignore the views of the child or their parents or ignore medical evidence or opinion (although this may be challenged).
- To send children with medical conditions home frequently or prevent them from staying for normal activities, including lunch, unless this is specified in their individual care plans.
- To prevent children from drinking, eating or taking toilet or other breaks whenever they need to in order to manage their medical condition effectively.

- To require parents or otherwise make them feel obliged to attend the UTC to administer medication or provide medical support to their child. No parent should have to give up working because the UTC is failing to support their child's medical needs.
- To prevent children from participating,or create unnecessary barriers to children participating in any aspect of UTC life, including educational visits.

Insurance

DfE guidance states individual schools should make clear their insurance/liability arrangements. UTC Derby is insured through the RPA scheme.

Complaints

In the event parents and carers are dissatisfied about the management of their child's medical needs, please contact the Designated Safeguarding Lead for resolution in the first instance. The UTC's complaints procedure will be used to handle the complaint if the matter cannot be resolved informally.