

Supporting Pupils with Medical Conditions Policy

Ludlow Junior School



Date of last review: September 2026

Date of next review: September 2027

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Approved by: Policy Working Party

Introduction

At Ludlow Junior School, we want every child to feel safe, included and able to succeed.

We recognise that some children have medical conditions that require support during the school day. These conditions may be short-term, long-term, fluctuating or life-long. We are committed to ensuring that all pupils with medical conditions can access learning, participate fully in school life and achieve their potential.

We believe that:

- All children deserve access to a full and enriching education.
- Medical conditions should not create unnecessary barriers to learning.
- Children should be able to participate in lessons, educational visits, clubs, sporting activities and wider opportunities wherever it is safe and appropriate to do so.
- Effective partnerships between school, parents, healthcare professionals and pupils are essential.
- Early planning and open communication help children remain safe, healthy and successful.

This policy is published in accordance with the Children and Families Act 2014 and should be read alongside the school's SEND Policy and Information Report, Safeguarding Policy, Attendance Policy, Accessibility Plan and Equality Information and Objectives.

Our Aims

We aim to:

- Support pupils with medical conditions effectively and consistently.
- Ensure pupils have full access to education and wider school life.
- Promote independence where appropriate.
- Ensure staff have the knowledge and training required to support pupils safely.
- Work collaboratively with parents and healthcare professionals.
- Maintain clear arrangements for medication, emergencies and Individual Healthcare Plans.
- Promote pupils' physical, emotional and mental wellbeing.

Supporting Pupils with Medical Conditions

Every child is unique and the support provided will depend upon individual needs.

Some pupils may require only routine arrangements and awareness from staff. Others may require more personalised support through an Individual Healthcare Plan (IHP).

Support may include:

- Reasonable adjustments within the classroom.
- Access to medication and medical equipment.
- Adaptations for physical activity.
- Support during educational visits and residential experiences.
- Staff training.
- Emergency healthcare procedures.
- Specialist advice from healthcare professionals.

Identifying Medical Needs

The school relies on timely communication from parents and professionals regarding medical needs.

Medical information may be identified through:

- Admissions procedures.
- Transition meetings.
- Information from previous settings.
- Parents and carers.
- Healthcare professionals.
- Annual reviews and SEND reviews.

Where a medical condition is identified, the school will work with families to determine what support is required.

Individual Healthcare Plans (IHPs)

An Individual Healthcare Plan helps ensure that everyone understands a child's medical needs and knows how to respond appropriately.

Not all pupils with medical conditions require an IHP. The decision will be made in consultation with parents and healthcare professionals where appropriate.

An IHP may include:

- Details of the medical condition.
- Daily management arrangements.
- Medication requirements.
- Symptoms and triggers.

- Emergency procedures.
- Staff training arrangements.
- Educational visit arrangements.
- Contact details for key adults.

Plans will be reviewed regularly and whenever needs change.

Participation and Inclusion

We are committed to ensuring that pupils with medical conditions have access to all aspects of school life wherever possible.

This includes:

- Classroom learning.
- Educational visits.
- Residential trips.
- Extra-curricular clubs.
- Sporting activities.
- Social events.
- Leadership opportunities.

A medical condition should not prevent participation unless this is supported by appropriate medical advice.

Medication

Where medication is required during the school day:

- Parents must complete the relevant consent forms.
- Medication should be provided in the original packaging with clear instructions.
- Medication will be stored safely.
- Administration of medication will be recorded.
- Emergency medication will be readily accessible where needed.

Where appropriate and medically advised, pupils may be supported to manage their own medication.

Allergy Safety

The school recognises that allergies can present significant risks.

We will:

- Maintain up-to-date information about pupils with allergies.
- Ensure relevant staff receive allergy awareness training.
- Follow agreed emergency procedures.
- Promote awareness among staff.
- Support safe management of allergens where appropriate.

Allergy arrangements should be read alongside individual healthcare plans and emergency procedures.

Training

Relevant staff will receive training appropriate to the needs of the pupils they support.

Training may include:

- Asthma management.
- Diabetes support.
- Epilepsy awareness.
- Allergy and anaphylaxis response.
- Administration of medication.
- Emergency procedures.

Training records will be maintained by the school.

Monitoring and Review

The effectiveness of support for pupils with medical conditions will be reviewed regularly.

The school will:

- Monitor Individual Healthcare Plans.
- Review medical incidents and near misses.
- Update procedures where necessary.
- Seek feedback from families and professionals.
- Review this policy annually.

Appendix 1: Supporting Pupils with Medical Conditions Process

1. Medical Condition Identified

Information about a pupil's medical condition may be received from:

- Parents and carers
- Healthcare professionals
- Previous schools or educational settings

2. Information Gathering

The school will:

- Gather relevant medical information
- Discuss the pupil's needs with parents and carers
- Seek advice from healthcare professionals where appropriate
- Consider the impact of the medical condition on the pupil's access to learning and wider school life

3. Support Needs Considered

The school will consider:

- The nature of the medical condition
- The support required during the school day
- Any reasonable adjustments that may be needed
- Arrangements for medication and emergency procedures
- Whether an Individual Healthcare Plan (IHP) is required

4. Planning Meeting

Where appropriate, a planning meeting will be arranged to:

- Share relevant information
- Agree support arrangements
- Identify staff responsibilities
- Consider the pupil's views and wishes
- Plan for participation in all aspects of school life

Participants may include:

- Parents and carers
- Relevant school staff
- Healthcare professionals
- The pupil, where appropriate

5. Support Plan Agreed

The agreed support arrangements may include:

- Universal support strategies
- An Individual Healthcare Plan (IHP)
- Medication arrangements
- Emergency procedures
- Risk assessments, where required
- Arrangements for educational visits, residential visits and extracurricular activities

6. Staff Information and Training

The school will ensure that:

- Relevant staff are informed of the pupil's needs
- Appropriate training is provided where required
- Staff understand their roles and responsibilities
- Staff are aware of emergency procedures

7. Support Implemented

Support arrangements will be put in place to enable pupils to participate fully in school life, including:

- Classroom learning
- Physical education
- Clubs and enrichment activities
- Educational visits
- Residential experiences
- Wider school opportunities

8. Review and Monitoring

The school will:

- Review support arrangements regularly
- Update plans when needs change
- Review medical incidents and near misses
- Seek feedback from pupils, parents and professionals where appropriate
- Use findings to improve practice and provision

Appendix 2: Roles and Responsibilities

Trustees

- Ensure arrangements are in place to support pupils with medical conditions.
- Monitor implementation of this policy.

Headteacher

- Ensure the policy is implemented effectively.
- Ensure staff receive appropriate training.
- Ensure sufficient arrangements exist to support pupils safely.

SENDCo / Medical Needs Lead

- Coordinate Individual Healthcare Plans.
- Liaise with families and professionals.
- Monitor provision and review arrangements.

Staff

- Follow Individual Healthcare Plans.
- Attend relevant training.
- Record medication administration where required.
- Report concerns promptly.

Parents and Carers

- Provide accurate and up-to-date medical information.
- Supply medication where needed.
- Inform school of any changes to medical needs.

Pupils

- Participate in discussions about their support where appropriate.
- Follow agreed arrangements suitable to their age and understanding.

Appendix 3: Medication and Emergency Procedures

The school will:

- Store medication safely and securely.
- Ensure emergency medication is accessible.
- Keep appropriate administration records.
- Follow procedures detailed in Individual Healthcare Plans.
- Contact emergency services when necessary.
- Inform parents of significant medical incidents.

Appendix 4: Allergy Safety Procedures

The school will:

- Maintain a register of pupils with allergies.
- Share relevant information with staff.
- Ensure emergency medication is available when required.
- Provide allergy awareness training.
- Risk assess educational visits and special events.
- Review allergy-related incidents and near misses to improve practice.