



St Ives Junior School

Policy for the Support of Pupils with Medical and Mental Health Needs - 2018

1. INTRODUCTION

The school recognises that it has a responsibility to support pupils with medical and mental health needs.

2. MEDICAL NEEDS

The school follows the Department for Education's guidance on managing medicines in schools and early years settings:-

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/484418/supporting-pupils-at-school-with-medical-conditions.pdf

Responsible Person

The Headteacher (Ruth Davey) is responsible for ensuring that the arrangements below are effectively implemented and maintained.

Medicine in school

Medicines will only be administered at school when it would be detrimental to a pupil's health not to do so. The school will store and dispense medication to pupils as long as:-

- It is prescription medication which has been prescribed by a medical practitioner with written instructions for its use; or
- It is non-prescription medication which has been supplied by the parent/carer with written instructions for its use; and
- Written parental consent has been given.

The school does not keep or dispense any other medication other than salbutamol for use with the emergency asthma kit.

Medication brought into school must be in-date and clearly labelled with the pupil's name, dosage and method of administration. A permission to administer medication form must be completed by a parent or carer with parental responsibility.

Medication will be available to identified pupils at all times of the school day.

Self-Management of Medication

This school does not allow pupils to carry or manage their own medication, other than asthma inhalers for personal use. These must be clearly named and parents are asked to sign consent and an agreement to ensure that an inhaler is in school daily.

Emergency Asthma Kits

This school's procedures for managing the use of the emergency asthma kit is based on Department of Health guidance:-

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/350640/guidance_on_use_of_emergency_inhalers_in_schools_September_2014_3.pdf

Staff authorised to dispense this medication have read the above guidance and have been given instruction in the recognition of the symptoms of an asthma attack and the appropriate procedures to follow.

The emergency inhaler contains Salbutamol and will only be available to pupils who have been

- diagnosed with asthma and prescribed an inhaler OR
- prescribed an inhaler as reliever medication

In addition parental consent must be obtained for use of the emergency inhaler.

The school keeps a register of pupils who have been diagnosed with asthma or prescribed a reliever inhaler.

The emergency asthma kit will be stored and managed in the same way as any other prescription medication following the procedures above.

Storage of Medicine

Medicines will be securely stored in the reception office cabinet or staff room fridge.

Any medicine given out or administered must be recorded in the Medicines Log.

Medicines can only be given out by designated staff.

Training

The responsible person will ensure that sufficient staff are suitably trained in the administration of medication and support of pupils with medical needs.

The responsible person will keep a record of all medical needs training.

Sharing of Information

The responsible person will ensure that relevant staff are made aware of any pupil's medical condition. This information will include, where appropriate:-

- Medical condition

- Side effects of medication
- Signs and symptoms
- Modifications and allowances
- Emergency actions

The class teacher should ensure that relevant information is shared with cover or temporary staff.

Individual Healthcare Plans

The responsible person will work with (or identify an appropriate member of staff to work with) parent/carers and healthcare professionals, where appropriate, to establish an effective healthcare plan where needed.

Healthcare plans will be reviewed if there is reason to suspect that the plan is no longer appropriate and at least annually. A healthcare plan review can be initiated by the school, healthcare professional or the parents/carers.

The needs of children with specific medical conditions which require specialist and intimate care as well as adjustments to the fabric of the building are covered by the school's Disability Access Plan and within Individual Health Care Plans as they are specific to the needs of the individual child.

Risk Assessment

In addition to the healthcare plan, the school will carry out individual risk assessments for any pupil where the pupil's medical needs introduce new risks to an activity or increase existing risks. This will include (but may not be limited to) individual risk assessments for off-site activities, sporting activities and practical lessons.

Risk assessment for off-site activities, in particular, will include consideration of:-

- Access to medication
- Appropriate storage of medication
- Staff training in administration of medication
- Emergency procedures

Unacceptable practice

To prevent unacceptable practice, the responsible person will ensure that:

- Pupils have access to their medication at all times during the school day or during educational activities off-site.
- Healthcare plans reflect the needs of the pupil and take into account the views of parents/carers and advice of healthcare professionals
- Every effort is made to ensure that pupils with medical needs are able to stay in school for normal school activities (including lunch) unless there is a specific reason detailed in their healthcare plan not to do so.

- If the pupil becomes ill, ensure that he/she is accompanied to the school office by an appropriate person.
- Pupils with medical needs are not penalised in their attendance record if their absences are related to their medical condition, hospital appointments, etc.
- Toilet, food and drink breaks are provided where necessary in order to manage a pupil's medical condition.
- Arrangements for administering medication wherever possible do not include the need for parent/carers to attend school.
- Every effort is made to ensure that pupils with medical needs are able to take part in every aspect of school life including off-site activities, sporting events and practical lessons.

Complaints

Parents/carers should contact Ruth Davey if they are concerned or dissatisfied in any way with the support provided by the school for a pupil with medical needs.

If concerns cannot be resolved in this manner, parents/carers can follow the school's complaint procedure.

3. MENTAL HEALTH CONCERNS

St Ives Junior School uses guidance from:

Public Health England and the Children and Young People's Mental Health Coalition – Promoting children and young people's emotional health and wellbeing – A whole school and college approach – March 2015 www.gov.uk/phe

Mental health and behaviour in schools – March 2016
www.gov.uk/government/publications/mental-health-and-behaviour-in-schools--2

Counselling in Schools: a blue print for the future –February 2016
www.gov.uk/government/publications/counselling-in-schools

Future in mind - promoting, protecting and improving our children and young people's mental health and wellbeing – October 2012
[www.gov.uk/government/uploads/system/uploads/attachment_data/file/414024/Childrens Mental Health.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/414024/Childrens_Mental_Health.pdf)

NICE guidance on social and emotional wellbeing in primary education. - September 2016
<https://pathways.nice.org.uk/pathways/social-and-emotional-wellbeing-for-children-and-young-people#path=view%3A/pathways/social-and-emotional-wellbeing-for-children-and-young-people/social-and-emotional-wellbeing-in-primary-education.xml&content=view-index>

to support this policy on mental health and wellbeing.

The school is aware that there could be children with mental health issues within the school and families for whom mental health is a significant problem.

Mental health and wellbeing is a term which covers a wide range of difficulties/situations faced by children and their families and include:

- Learning difficulties
- Emotional trauma
- Autism
- Attachment Disorder
- Attention Deficit Disorder
- Depression
- Anxiety
- Bipolar Disorder
- Obsessive Compulsive Disorder
- Bereavement
- Speech and Language Difficulties
- Low Self Esteem
- Poor resilience
- Gender Identity concerns
- Family break down
- Domestic Violence

All these conditions and situations, and many more, can have a devastating impact upon the overall wellbeing of children in school, either directly or indirectly and they also impact upon their educational success. The Department for Education recognises that schools have a key role to play in supporting children to have resilience and to be mentally healthy.

Schools have a duty to promote the wellbeing of children.

St Ives Junior School recognises the eight key principles outlined in government advice in promoting good emotional health and wellbeing:

- Good leadership and management which sees this as a whole school issue and recognises its importance for both children and staff
- An ethos and environment which promotes respect and values diversity
- Curriculum teaching and learning which promotes and supports resilience and social and emotional learning
- Recognition of the power of the pupil voice in influencing decisions
- Staff development and training which supports personal wellbeing as well as that of children
- Effective identification and recognition of need
- Targeted and effective support
- Close working with parents and carers

Other available resource links:

www.pshe-association.org.uk

www.youngminds.org.uk

www.cornwallhealthyschools.org.uk

Evaluation:

The effectiveness of this policy is monitored by the Health and Safety Governor, Louise McMahon, to ensure that it:

- Continues to effectively meet the needs of the children, staff and wider stakeholders of the school
- Responds to any issues that have arisen which may impact upon the ability of the school to follow the principles of the policy
- Meets the needs of legislation and it changes and requires amendments to policy and procedures
- Meets the very particular needs of children and staff joining the school whose condition requires them to be recognised within the parameters of this policy.

This policy is reviewed annually by the governors to ensure that it meets the needs of the school.

Policy reviewed and adopted: September 2018