

Supporting Students with Medical Conditions

Policy number:	
Version:	Version 1.1
Part:	Part 1 of 2
Policy holder:	Dick Palmer
Approval board:	Norfolk Academies/UTCN/CAN
Date of approval:	21/10/15
Review period:	36 months
Date of latest review:	n/a
Next review date:	October 2018
Legislation or regulation:	Statutory guidance: Supporting pupils at school with medical conditions Legislation: Children and Families Act 2014 section 100

Version Control Document

Date	Version No.	Reason for Change	Author
21/08/15	V1.0	Policy Creation	Neil McShane
21/10/15	V1.1	Final	Dick Palmer

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1. Introduction

This policy is one of a suite of academic policies which have been developed by Transforming Education in Norfolk (the TEN Group). These policies have been created in order for the TEN Group's educational institutions (excluding City College Norwich) to meet their statutory and legislative obligations as well as to provide procedures and practices which ensure equity of treatment for all our pupils, students and learners.

Many of these policies are in two parts. Where this is the case, whichever part the document refers to is stipulated on the front cover of the document. Part one documents are matters of principle and policy and cover either the whole group or individual trusts (including our multi-academy trust and the colleges) within the Group. Part 2 documents of a policy are used where there are localised differences in implementation in one or more of educational entities, for example an individual academy.

Moreover, from 1 September 2014, all governing bodies have a duty to make arrangements to support students at school with medical conditions.

The key points are:

- Students at school with medical conditions should be properly supported so that they have full access to education, including school trips and physical educate.
- Governing bodies **must** ensure that arrangements are in place in schools to support students at school with medical conditions.
- Governing bodies should ensure that school leaders consult health and social care professionals, students, parents and carers to ensure that the needs of students with medical conditions are effectively supported.

2. Policy Aims and Objectives

The aim of this policy is to give clear guidance to parents, carers, staff and stakeholders on the practice of the TEN Group Academies/Colleges, with respect to supporting those students who have specific medical conditions.

3. Policy Statement

Each Academy/College will have a Part 2 statement which states their procedures for supporting their students with medical conditions. Local Governing Bodies will ensure that the arrangements they set up include details on how the Academy's/College's policy will be implemented effectively, including a named person who has overall responsibility for policy implementation.

The Academy's/College's Part 2 statement will include detail on the following:

- Clear identification of roles and responsibilities of all those involved in the arrangements made to support students with medical conditions.
- Who is responsible for ensuring that sufficient staff are suitably trained; how training needs are assessed, and how and by whom training will be commissioned and provided.
- A commitment that all relevant staff will be made aware of the student's condition; and will receive suitable training.
- Arrangements for whole Academy/College awareness training so that all staff are aware of the Academy's/College's policy and their role in implementing it. Induction arrangements for new staff should be included.
- Procedures to be followed whenever an Academy/College is notified that a student has a medical condition.
- The role of and monitoring arrangements for individual healthcare plans; and who is responsible for their development.
- Procedures to be followed for managing medicines, including arrangements for dealing with emergencies.
- Procedures for 'school visits' and other Academy/College activities outside of the normal timetable.
- Cover arrangements in case of staff absence or staff turnover to ensure someone is always available.
- Briefing for supply teachers.
- Arrangements for students who are competent to manage their own health needs and medicines.
- Which practices are not acceptable.
- How complaints may be made and handled concerning the support provided to students with medical conditions.
- The Academy's/College's insurance arrangements which cover staff providing support to students with medical conditions. Insurance policies should be accessible to staff providing such support.

4. Scope

This is a TEN Group Academies/Colleges Academic Part 1 Policy. It does not include City College Norwich which has its own policies. As such, it provides the policy statement to be followed by all institutions that are part of the Norfolk Academies Multi-Academy Trust, City Academy Norwich and the University Technical College Norfolk. As aforementioned, Part 2 policies state the implementation procedure followed by the individual institutions relating to this policy.

5. Legal Requirements

This policy is required by the Department for Education (DfE) and falls into the category of:

D. Documents Referenced in Statutory Guidance

6. References to Related TEN Group Policies

Not applicable.

7. Equal Opportunities Statement

This policy and procedure has been assessed against the nine protected characteristics outlined in the Equality Act 2010.

This Part 1 Policy, together with any following Academy/College Accessibility Plan, is specifically written with the aim to ensure that all necessary support is given to those students who share one or more of the nine protected characteristics who also have a specific medical condition. In this respect, the policy should not create any disadvantage or negative impact on these specific students.