

Bugthorpe CE Primary School

Management of Medical Conditions in School

Purpose

The purpose of this document is to set out how the school manages pupils who have long-term medical conditions which may need to be treated during the school day.

Related Policies

- Management of Medicines in School Policy
- Educational Visits Policy

Resources

The school has adopted the following policies

- The NHS Leeds West Clinical Commissioning Group's **Asthma Policy** and Guidelines for Schools
- The **Young Epilepsy Policy** and Guidelines for Schools

Copies of the school's policies are available in a file in the school office, and parents/carers of pupils with these conditions are welcome to a free copy on request.

Training for Staff

The school keeps a record of staff-training in the management of medical conditions:

- Epipen Training 2016
- Asthma Training 2016

Training is updated every three years; or sooner if new, untrained staff join the school.

Training to manage other medical conditions is sourced as soon as the school is made aware that a pupil with the condition is to be admitted.

Communication

Parents/Carers and the School

- The school relies on parents and carers to keep them informed about their child's medical condition, and about any changes that affect care or medication. (Please refer to the Management of Medicines Policy: **Prescribed Medicines**.)
- Parents/Carers must inform the school whenever their contact details change.
- The school will adhere to its system for the management, storage and administering of medicines as set out in the Management of Medicines Policy.
- The school will always consult with parents/carers if there are any concerns about the child's condition during the school day.

Emergency Procedures

In cases where the school has serious concerns about a child's condition during the day, medical assistance will always be summoned.

The order of contact will be

1. 999
2. Parent/Carer -or, if unavailable,
3. Named emergency contact .

In the unusual case of a parent/carer/emergency contact being unavailable, when the child needs to be taken to hospital, a member of staff will always accompany and the school will continue to try to contact the parent/carer.