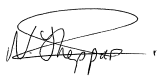




Supporting Students with Medical Conditions Policy

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Approved By:	Academy Committee
Signature:	
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Review Frequency:	Annual, or sooner where guidance, medical practice, Trust arrangements or risk changes
Next Review:	September 2027

1. Purpose and status

This policy sets out how Carisbrooke College supports students with medical conditions so that they can access education, participate in school life and remain safe and included. It replaces the former IWEF Medical Conditions Procedure. It should be read alongside HISP safeguarding arrangements and the school's First Aid, SEND, Educational Visits, Behaviour and other relevant policies.

The policy provides a school framework rather than detailed clinical advice. Individual needs are managed through appropriate healthcare advice and, where required, an Individual Healthcare Plan (IHP).

2. Aims

- Ensure students with medical conditions are properly supported and can attend and participate wherever possible.
- Provide clear arrangements for medicines, emergency medication and individual healthcare planning.
- Ensure staff understand their responsibilities and how to respond to medical needs and emergencies.
- Work in partnership with students, parents/carers, healthcare professionals and relevant agencies.
- Support dignity, independence and self-management where appropriate and safe.
- Consider medical needs in curriculum access, PE, activities, visits, work experience and other arrangements.
- Provide governors with appropriate assurance that arrangements are implemented and reviewed.

3. Scope

This policy applies to students with short-term or long-term medical conditions, including conditions requiring regular treatment, emergency medication, monitoring, adjustments or an IHP. It applies during the school day and to relevant school activities and off-site provision.

4. Principles

- The school will not unnecessarily prevent a student with a medical condition from attending or taking part in activities.
- Medical information will be handled sensitively and shared only with those who need it to support the student safely.
- Parents/carers and students will be involved in decisions about support wherever appropriate.
- Clinical advice will inform individual arrangements.
- Medical conditions will be considered alongside safeguarding, SEND, equality, behaviour and educational needs.
- Staff will receive appropriate information and training for responsibilities they undertake.
- The school will make reasonable adjustments and practical arrangements to support access and participation.

5. Roles and responsibilities

5.1 Governors / Academy Committee

- Provide strategic oversight and challenge regarding arrangements for students with medical conditions.
- Ensure the school has an appropriate policy and that it is regularly reviewed.

- Receive appropriate assurance about implementation, staff training, emergency medication and significant issues.

5.2 Headteacher

- Ensure this policy is implemented and reviewed.
- Ensure appropriate staff, facilities and arrangements are available.
- Ensure relevant staff are informed about students' medical needs on a need-to-know basis.
- Ensure concerns and incidents are managed through appropriate school, safeguarding and health-and-safety procedures.

5.3 Medical Conditions Lead

The school will identify a named person responsible for coordinating implementation. The name should be recorded in local operational information.

- Coordinate IHPs and associated records.
- Maintain oversight of medication and emergency medication arrangements.
- Coordinate relevant staff training and awareness.
- Liaise with parents/carers and appropriate healthcare professionals.
- Ensure arrangements are reviewed when needs change.
- Support the annual policy and implementation review.

5.4 Staff

- Know which students have relevant medical needs and understand applicable arrangements.
- Follow IHPs and school procedures and seek advice where unsure.
- Respond promptly to medical concerns and emergencies.
- Report incidents or changes in condition to the appropriate colleague.
- Maintain confidentiality and professional boundaries.

5.5 Parents/carers and students

- Parents/carers provide accurate, current medical information and medication and report changes promptly.
- Pupils are encouraged, where appropriate, to take responsibility for self-management and to tell a trusted adult if they are unwell or need support.

6. Individual Healthcare Plans (IHPs)

An IHP will be considered where a student has a long-term or complex condition, requires support during the school day, has emergency arrangements that need clear documentation, or where healthcare advice or the school considers a plan necessary.

- The IHP should describe medical needs, medication, symptoms, triggers, emergency action and relevant adjustments.
- It should identify who needs to know and who is responsible for particular actions.
- Parents/carers and the student, where appropriate, will be involved.
- Relevant healthcare professionals will be consulted where appropriate.
- Plans will be reviewed when needs change and at least annually where they remain in place.
- Information will be shared on a need-to-know basis.

7. Medication

Medication will be administered, stored and managed in accordance with school arrangements and individual instructions. Staff will not administer medication unless they have the appropriate information, training and authorisation required.

- Medication supplied to school should be clearly labelled and within its expiry date.
- Records of administration will be maintained where required.
- Medication will be stored securely while remaining accessible when rapid access is needed.
- Parents/carers must ensure medication and equipment remain current and are replaced when necessary.
- Unused or expired medication will be returned or disposed of in accordance with school procedures.

8. Emergency medication and response

- Emergency medication may include adrenaline auto-injectors, asthma reliever inhalers, rescue medication or other prescribed emergency treatment.
- The IHP/emergency plan will identify when it is required.
- Emergency medication must be readily accessible and relevant staff must know its location.
- Staff must know the agreed emergency response and when to contact emergency services.
- Emergency arrangements must be considered for visits, sport and other activities.
- Emergency medication must be checked periodically for expiry and availability.

9. Allergies and anaphylaxis

The school will maintain arrangements to identify and manage students with allergies and anaphylaxis. Where a student is at risk of anaphylaxis, the IHP/emergency plan will set out relevant triggers, symptoms, emergency medication and response.

- Relevant staff will be made aware on a need-to-know basis.
- Emergency adrenaline medication must be accessible and staff must know the agreed response.
- Food, catering, classroom activities, trips and other foreseeable exposure risks will be considered.
- Allergy incidents will be recorded and reviewed.
- The school will comply with any applicable HISP allergy safety policy and current statutory requirements; where a separate Trust policy exists, it will take precedence for Trust-wide requirements.

10. Asthma, diabetes and other long-term conditions

Pupils will be supported according to their individual clinical advice and IHP/clinical plan. Arrangements may include medication, food/drink, monitoring equipment, rest, toileting, emergency treatment or other adjustments. PE, sport, trips and activities will be planned with individual needs in mind.

11. Inclusion and access to education

Medical conditions will not in themselves be used as a reason to prevent participation in curriculum or school life. The school will consider reasonable adjustments and risk-managed alternatives.

- PE and sport will consider medical needs.
- Educational visits and residential activities will consider medication, emergency arrangements, staffing, accessibility and foreseeable risks.

- Work experience and other placements will consider relevant medical information and support.
- Attendance arrangements will take account of medical needs and liaison with families and healthcare professionals where appropriate.

12. Educational visits and off-site activities

Medical needs must be considered in risk assessment and planning for educational visits and off-site activities. The Educational Visits Policy and relevant risk-assessment procedures must be followed.

- Required medication and emergency medication must accompany the student.
- Appropriately trained staff must be identified where required.
- Emergency contact and healthcare information must be available to responsible staff.
- Arrangements must be proportionate to the activity and individual risk.

13. Staff training

Staff will receive appropriate information and training where responsible for supporting students with medical conditions. Requirements depend on the condition and tasks.

- Clinical or technical training should be delivered by an appropriately qualified person where required.
- Relevant staff should understand the student's IHP and emergency response.
- Training should be refreshed when needs change or clinical advice requires it.
- Records of relevant training should be maintained.

14. Confidentiality and information sharing

Medical information is sensitive personal information. It will be handled in accordance with current data protection and privacy arrangements and shared only where there is a legitimate need to support the student safely or where otherwise required or permitted.

15. Safeguarding

Medical needs may intersect with safeguarding. Any concern that a student's medical needs are being neglected, deliberately mismanaged, concealed, or otherwise create a safeguarding concern must be referred under the HISP Safeguarding and Child Protection Policy and Procedures.

16. Records and incident review

- Relevant IHPs and medication records will be maintained securely.
- Medication administration and significant incidents will be recorded in accordance with school procedures.
- Significant incidents will be reviewed to identify whether an IHP, training, risk assessment or wider arrangements need changing.
- Records will be retained and disposed of under current Trust/school arrangements.

17. Monitoring and review

The Headteacher and Medical Conditions Lead will monitor implementation. The policy will be reviewed annually and sooner where statutory guidance, legislation, Trust arrangements, clinical advice, school practice or risk changes.

- Significant incident themes may be reviewed.
- Training completion and medication checks may be audited.
- IHPs may be sampled for completeness and review dates.
- Governors will receive appropriate assurance through safeguarding, health-and-safety or other reporting arrangements.

18. Related policies and documents

- [HISP Safeguarding and Child Protection Policy and Procedures](#)
- [Carisbrooke College First Aid Policy](#)
- [Carisbrooke College SEND Policy / SEND Information Report](#)
- [Carisbrooke College Educational Visits Policy](#)
- [Carisbrooke College Behaviour and Culture Policy](#)
- [Carisbrooke College Attendance Policy](#)
- [HISP health and safety, data protection and records-management arrangements](#)
- [Allergy Safety Policy](#)