



We are kind - We show respect - We work hard - We show diligence

Medical Conditions Policy

Date: September 2026

Review date: September 2028

1. Policy Statement

Standhill Infants' School is committed to ensuring that pupils with medical conditions are properly supported so that they can play a full and active role in school life, remain healthy, achieve their academic potential, and participate safely in all educational and extracurricular activities.

The school recognises its duty to make arrangements to support pupils with medical conditions and will work collaboratively with pupils, parents/carers, healthcare professionals, and relevant agencies to ensure effective support is in place.

This policy applies to all pupils with short-term, long-term, physical, mental health, and complex medical conditions, including those requiring medication or emergency intervention during the school day.

This policy should be read alongside the school's Allergy Safety Policy, Safeguarding Policy, SEND Policy, Attendance Policy, Educational Visits Policy, and Health and Safety Policy.

2. Named Leadership Responsibility

Medical Conditions Lead: Mr Fennell

The Medical Conditions Lead is responsible for:

- Implementing and monitoring this policy.
- Coordinating support for pupils with medical conditions.
- Maintaining medical records and Individual Healthcare Plans (IHPs).
- Liaising with parents/carers, healthcare professionals, and external agencies.
- Ensuring staff training and awareness.
- Overseeing medication management procedures.
- Monitoring emergency arrangements.
- Reporting to the Headteacher and Governing Body on policy implementation.

The Headteacher retains overall responsibility for ensuring the school meets its statutory duties.

3. Objectives

The school aims to:

- Support pupils with medical conditions effectively.
- Ensure pupils can access and enjoy the same opportunities as their peers.
- Minimise disruption to education due to medical needs.

- Promote independence wherever appropriate.
- Ensure staff understand their roles and responsibilities.
- Provide appropriate training and support for staff.
- Maintain effective communication with parents/carers and healthcare professionals.
- Respond appropriately to medical emergencies.

4. Identification of Medical Conditions

The school will:

- Request medical information at admission and through regular updates.
- Encourage parents/carers to notify the school of any medical condition or change in circumstances.
- Maintain accurate and confidential medical records.
- Ensure relevant staff are informed of medical needs on a need-to-know basis.
- Review medical information regularly and update records as required.

5. Individual Healthcare Plans (IHPs)

An Individual Healthcare Plan will normally be developed for pupils whose medical condition requires ongoing support, medication, monitoring, or emergency intervention.

The IHP will include:

- Details of the medical condition.
- Signs, symptoms, and triggers.
- Medication requirements.
- Daily management arrangements.
- Emergency procedures.
- Educational, social, and emotional support needs.
- Arrangements for school visits and extracurricular activities.
- Contact information for parents/carers and healthcare professionals.
- Roles and responsibilities of staff involved.

IHPs will be developed in partnership with parents/carers, pupils (where appropriate), and relevant healthcare professionals.

IHPs will be reviewed:

- At least annually.
- Following a significant medical incident.
- Whenever the pupil's needs change.

6. Roles and Responsibilities

Governing Body

The Governing Body will:

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

Headteacher

The Headteacher will:

- Ensure staff understand and implement this policy.
- Ensure appropriate training is available.
- Promote an inclusive culture.

Medical Conditions Lead

The Medical Conditions Lead will:

- Coordinate healthcare arrangements.
- Maintain records and IHPs.
- Arrange staff training.
- Monitor medication procedures.
- Review incidents and identify improvements.

Staff

All staff will:

- Be aware of pupils with medical conditions where relevant to their role.
- Understand emergency procedures.
- Follow IHPs and school procedures.
- Undertake appropriate training.
- Report concerns promptly.

Parents/Carers

Parents/carers are responsible for:

- Providing accurate and current medical information.
- Supplying medication and equipment where required.
- Updating the school about changes in medical circumstances.
- Working collaboratively with the school to develop support arrangements.

Pupils

Where appropriate, pupils will be encouraged to:

- Understand their medical condition.
- Participate in managing their health needs.
- Inform staff if they require support or feel unwell.

7. Staff Training and Awareness

The school recognises that staff confidence and competence are essential to supporting pupils with medical conditions safely.

The school will ensure:

- Relevant staff receive appropriate medical training.
- All staff receive awareness training regarding medical conditions and emergency procedures.
- Training is refreshed regularly and whenever needs change.
- New staff receive relevant induction training.
- Records of training are maintained.

Training may include:

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

- Use of medical equipment where required.

8. Managing Medicines in School

The school will support pupils who require medication during the school day.

The school will:

- Maintain written consent from parents/carers where required.
- Store medication safely and appropriately.
- Ensure emergency medication is readily accessible.
- Keep records of medication administered.
- Monitor medication expiry dates where medication is held by the school.

The school will not require parents/carers to attend school to administer medication unless necessary and reasonable.

No pupil may carry or administer their own medication.

9. Emergency Procedures

The school will ensure all staff know how to respond in a medical emergency.

Emergency procedures will include:

- Immediate access to emergency contact information.
- Access to healthcare plans where required.
- Clear procedures for calling emergency services.
- Availability of emergency medication and equipment.
- Appropriate supervision until medical assistance arrives.

Following a serious medical incident, the school will:

- Inform parents/carers promptly.
- Complete incident records.
- Review procedures and support arrangements where necessary.

10. Attendance and Educational Support

The school recognises that some medical conditions may affect attendance.

The school will:

- Work with pupils and families to minimise educational disruption.

- Provide reasonable support for reintegration following absence.
- Liaise with healthcare professionals where appropriate.
- Consider individual circumstances when managing attendance concerns.

11. Inclusion in School Life

No pupil will be denied access to education, school activities, or opportunities because of a medical condition unless this is necessary for their safety and supported by appropriate evidence.

The school will support participation in:

- Curriculum activities.
- Physical education and sport.
- Educational visits.
- Residential trips.
- Clubs and extracurricular activities.
- School events and celebrations.

Reasonable adjustments and risk assessments will be undertaken where necessary.

12. Educational Visits and Off-Site Activities

Medical needs will be considered when planning visits and activities.

The school will ensure:

- Appropriate risk assessments are completed.
- Relevant medication and healthcare information accompany pupils.
- Staff understand emergency procedures.
- Reasonable adjustments are made to support participation.

The school aims to enable pupils with medical conditions to participate safely in all activities wherever reasonably possible.

13. Confidentiality and Information Sharing

Medical information will be treated sensitively and in accordance with data protection requirements.

Information will be shared only with those who need it to support the pupil's health, safety, and wellbeing.

Where appropriate, pupils will be involved in decisions about how information regarding their medical condition is shared.

14. Unacceptable Practice

The school will not:

- Prevent pupils from accessing prescribed medication when needed.
- Assume every pupil with the same condition requires identical support.
- Exclude pupils from activities solely because of a medical condition without appropriate justification.
- Penalise pupils for absences related to legitimate medical needs.
- Leave pupils unattended if they become unwell.
- Require parents/carers to attend school routinely to administer medication where reasonable arrangements can be made.

15. Complaints

Concerns regarding support for pupils with medical conditions should initially be raised with the Headteacher.

Where concerns remain unresolved, complaints may be pursued through the school's Complaints Procedure.

16. Monitoring and Review

This policy will be reviewed annually by the Medical Conditions Lead, Headteacher, and Governing Body, or sooner if legislation, guidance, or school circumstances change.

Policy Approval

Approved by Governors: _____

Date: _____