



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

Portreath School

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| Audience: | School and academy staff, particularly Headteachers and administrative staff Local Governing Bodies |
| Reviewed: | Adopted Date: December 2017 Reviewed: November 2020 |
| Other related policies / procedures | First Aid Risk Assessments SEND Code of Practice Attendance Policy Children Protection and Safeguarding Policy |
| Owner | |
| Policy / procedure model | MAT policy: all Crofty schools use this policy Aligned: Policy to be adapted to school where indicated School policy: specific to needs of the school |

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

Medical Needs

Portreath 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

Caroline Jones is responsible for ensuring that the arrangements below are effectively implemented and maintained.

Medicine in School

Medicines will only be administered at Portreath School when it would be detrimental to a student's health not to do so. The school will store and dispense medication to students 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/guardian 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 (see below).

Medication brought into Portreath School must be clearly labelled with the student's name, dosage, method of administration and be in-date.

Medication will be available to identified students at all times of the School day.

Self-Management of Medication

In certain circumstances the School will allow students to manage their own medication. In each case this will be discussed with the parent/guardian and appropriate health professionals - and an assessment of risk will be completed.

The assessment of risk will include an evaluation of the risk to the student and others through inappropriate use of the medication, loss of the medication or failure to take the medication.

If a child requires the application of cream, for example for eczema, they can do this themselves under the supervision of Caroline Jones or Cassie Pamplin.

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 students 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 Portreath School keeps a register of students 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 office (or in a fridge in the staffroom if required).

All medicines must be signed in in the Medicines Log.

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

Medicines can only be given out by Caroline Jones and Cassie Pamplin

Facilities for Medical Procedures

The office or staffroom are usually used to administer medication.

Training

The responsible person will ensure that sufficient staff are suitably trained in the administration of medication and support of students 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 student's medical condition. This information will include, where appropriate:-

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

The responsible person will also ensure that relevant information is shared with cover staff etc.

Individual Healthcare Plans

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

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, the Intimate Care Policy 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 Portreath School will carry out individual risk assessments for any student where the student'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:

- Students 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 student and take into account the views of parents/carers and advice of healthcare professionals
- Every effort is made to ensure that students with medical needs are able to stay in Portreath School for normal school activities (including lunch) unless there is a specific reason detailed in their healthcare plan not to do so.
- If the student becomes ill; ensure that he/she is accompanied to the office by an appropriate person.
- Students 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 student's medical condition.
- Arrangements for administering medication do not include the need for parent/carers to attend school
- Every effort is made to ensure that students with medical needs are able to take part in every aspect of Portreath Schoollife including off-site activities, sporting events and practical lessons.

Complaints

Parents/carers are encouraged to contact Cassie Pamplin if they are concerned or dissatisfied in any way with the support provided by Portreath School for a student with medical needs.

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

Mental Health Concerns

Portreath School uses guidance from:

Trauma Informed and Mental Health Awareness training School (TISUK)

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 – November 2018
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. - November 2019

<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.

Portreath 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, 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.

Portreath 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 student 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

At Portreath School the following is in place to ensure that these principles underpin practice:

- Training:

| Staff member | Training | Date |
|---|---|---|
| Cassie Pamplin Lucie Clarke Alison Harris Nicola Middleton Sam Forsdick Ben Allen Jade Hilton Maria Kerslake Dawn Cocking Emily Tonkin Suzanne Doble | 1 day emergency 1st Aid at work | 23.10.20 |
| Caroline Jones | 3 day first aid course | 15.3.18, 21.3.18, 22.3.18 |
| Paediatric first aid | Sam Forsdick Ben Allen Kim Goldsboro Vicki Shirlow | 7.3.18 & 15.3.18 10.1.19 June 2019 |
| TISUK training | Cassie Pamplin Sam Forsdick +whole school | 10 days during 2018/2019 Oct 2018 Update: July 2020 |
| | | |

- Interventions:

| Strategy | Delivered by |
|-----------------|--|
| 1 to 1 sessions | Cassie Pamplin Sam Forsdick Maria Kerslake |

Resource links:

www.pshe-association.org.uk

www.youngminds.org.uk

Evaluation:

The effectiveness of this policy is monitored by Cassie Pamplin and Joyce Duffin 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 Portreath 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 to ensure that it meets the needs of Portreath School.