## Ysgol Gynradd Tairgwaith

Primary School


# Children with Medical $\mathcal{N}$ eeds Policy 

Paratoí Pob Plentyn am Dyfodol Gwell Preparing Every Child for a Better Future

## 1. Introduction

This policy is written in response to the guidance contained in the Welsh Assembly Government circular "Access to Education and Support for Children and Young People with Medical Needs". The school will continue to be responsible for all children unable to attend school for medical reasons and they should be able to access education without stigma or exclusion. Children and young people covered by this policy may:

- be recovering from an illness or injury keeping them away from school during recovery
- have a long term or recurring illness
- have an illness or clinically defined mental health disorder which causes them to be absent for a period in excess of 15 days where medical opinion states they are still unable to access mainstream school.


## 2. Aim

Our aim is to ensure that all children and young people in our school continue to have access to as much education as their medical condition allows so that they are able to maintain the momentum of their education and to keep up with their studies. The nature of the provision will be responsive to the demands of medical conditions that can sometimes be changeable.

## 3. Responsibilities

Miss T. Morris is the designated contact person who is responsible for the education of children with medical needs, her role it is to facilitate communication with all parties and ensure that the school is meeting the needs of all those identified. The head teacher accepts responsibility, in principle, for school staff giving or supervising children and young people taking prescribed medication, she will ensure that prior written agreement is obtained for any medication to be given.
Areas of general responsibility will include:

- maintaining a list of children and young people with medical conditions in the school
- ensuring that contact is maintained with children (and their families) who are away from school due to illness for a period of less than 15 working days, setting of work if they are well enough, forwarding of newsletters etc, welcoming them back to school, ensuring that all staff are aware of their up to date medical situation and ensuring that any adjustments to accommodation, curriculum are made, together with ongoing monitoring of the their situation and needs whilst in school
- keeping the EWO informed of all attendance issues regarding children where there may be medical needs, either physical or mental
- ensuring that the school register is marked appropriately.
- maintaining contact with the school nurse.
- notifying the LA Medical Needs Team if a child is (or is likely to be) away from school due to medical needs for more than 15 working days. This includes those with a recurring illness.
- ensuring that close contact is maintained with them (and their family) and that arrangements are in place for the setting and marking of work. This is particularly important for those for whom a support programme is being arranged.
- the school's policy on assisting children with long term or complex medical needs.


## 4. Referral to the Medical Needs Team

Children who will be absent from school for 15 working days, trigger intervention. Educational provision will be made in collaboration with the School and family Support Team in providing alternative education through EOTAS. The school will hold, chair and document a planning meeting. The designated school contact for children with medical needs will be responsible for:

- ensuring that Medical Needs referral forms (Request for Involvement and Request for Medical Information forms) are completed and passed to the relevant agencies as quickly as possible.
- drawing up an Individual Education Plan (IEP) and ensuring that the child is on School Action Plus of the SEN Code of Practice.
- arranging for a member of the school staff to attend an initial meeting with the Medical Needs team to plan a way forward.
- ensuring that regular half termly review meetings are in place.
- ensuring the prompt provision (as agreed with the Medical Needs Team) of information about a child's capabilities programmes of work, and resources. Work provided by school will be relevant, appropriate and of comparable level to work being done in school by peers in the same set/group.
- passing on details of the child's special educational needs and a copy of the current IEP.
- ensuring that children who are unable to attend school because of medical needs are kept informed about parents evening and are able to participate, for example, in homework clubs, study support and other activities.
- encouraging and facilitating liaison with peers - for example, through visits, emails, letter, and telephone calls.
- ensuring that all children are covered by this policy have access to statutory assessment, including guidance on the completion of appropriate work. The school will also be responsible for requesting special arrangements where necessary.


## 5. Parents/Carers and Children

We will work closely with parents/carers and the individual child, to ensure that educational needs are met. We expect parents to be fully collaborative partners and we shall keep them informed through regular meetings throughout their child's illness. Opportunities will be made for the individual child to be involved in making decisions and choices where appropriate.

Should a child require medication to be within in close distance e.g. an epipens, asthma pumps etc then arrangements will be made to ensure the medication is accessible but stored securely. During school visits a designated member of staff will take responsibility for such medication and they will ensure that they are working with that child for the duration of the visit.

## 6. Reintegration

The school has a key role to play in successful reintegration and will be proactive in working with all agencies to support a smooth transition and in ensuring that peers are involved in supporting a child's reintegration. The plan will always have multi-agency approval.

## 7. Involvement of Governors

Governors, particularly Mr D Humphreys (safeguarding Governor) are involved in the monitoring and evaluation of the effectiveness of this policy. This policy will be reviewed annually.

## 8. Emergency Arrangements

The school's emergency procedures are made explicit in the first aid policy and the school's emergency plan. If a child has a specific illness, such as anaphylaxis, the school nurse will provide annual training for all staff.

The school's policy for the education of children with medical needs will form part of the ALN policy and will be accessible via the school's website.

## Useful Contacts

## Action for Sick Children

Freephone: 0800744519
http://www.actionforsickchildren.org/

## Allergy UK

Helpline: (01322) 619898
http://www.allergyuk.org/
The Anaphylaxis Campaign
Helpline: (01252) 542029
http://www.anaphylaxis.org.uk/

## Association for Spina Bifida and Hydrocephalus

Tel: (01733) 555988 (9am to 5pm)
North Wales ASBH Tel: (01248) 671345

## http://www.asbah.org/

## Association for the Welfare of Children in Hospital (AWCH)

Tel: Swansea (01792) 205227
http://www.awchwales.org.uk/

## Asthma UK Cymru

Advice line: 08457010203 (Mon-Fri 9am to 5pm)
Tel: Cardiff (029) 20435400
http://www.asthma.org.uk

## Barnardos Cymru

Tel: Cardiff (029) 20493387
http://www.barnardos.org.uk/wales

## Cerebra - for Brain Injured Children and Young people

Tel: Carmarthen (01267) 244200
http://www.cerebra.org.uk/

## Children in Wales

Tel: Cardiff (029) 20342434
http://www.childreninwales.org.uk

## CLIC Sargent

Tel: 08001970068
http://www.clicsargent.org.uk

## Contact a Family

Helpline: 08088083555
Tel: Cardiff (029) 20396624
http://www.cafamily.org.uk
Commission for Equality and Human Rights (CEHR)
Tel: Cardiff (029) 20729229
http://www.cehr.org.uk

## Cystic Fibrosis Trust

Helpline: 08458591000
http://www.cftrust.org.uk

## Diabetes UK Cymru

Helpline: 08451202960 (Weekdays 9am to 5pm)
Tel: Cardiff (029) 20668276
http://www.diabetes.org.uk

## Epilepsy Wales

Helpline: 08457413774
http://www.epilepsy-wales.co.uk

## Health and Safety Executive (HSE) Wales

Infoline: 08701545500 (Mon-Fri 8am-6pm)
Tel: Cardiff (029) 20263000
http://www.hse.gov.uk

## MENCAP Cymru

Tel: Cardiff (029) 20747588
http://www.mencap.org.uk/html/cymru

## MIND Cymru

Tel: Cardiff (029) 20395123
http://www.mind.org.uk/About+Mind/Mind+Cymru/

