Holly Grove Primary Academy

Supporting Pupils with Medical Conditions Policy

Policy Statement

Holly Grove Primary Academy are committed to ensuring that pupils with medical conditions, including physical health conditions, long-term illnesses, allergies, neurodevelopmental conditions and mental health needs, are fully supported so they can play a full and active role in school life, remain healthy, achieve their academic potential and have equal access to education, school visits, physical education and extracurricular activities.

The Academy recognises that:

- Pupils with medical conditions should be properly supported to access the same opportunities as their peers.
- Some pupils with medical conditions may also be disabled under the Equality Act 2010 and may require reasonable adjustments.
- Some pupils may also have Special Educational Needs and Disabilities (SEND) and an Education, Health and Care Plan (EHCP).
- Medical needs and emotional wellbeing are closely linked and schools must promote both physical and mental health.
- Safeguarding responsibilities apply to all pupils, including those with medical conditions, who may be more vulnerable to harm, exclusion or poor attendance.

Aims

The Academy aims to:

- Support pupils with medical conditions safely and effectively.
- Ensure pupils with medical conditions receive appropriate care and support.
- Minimise disruption to education.
- Promote attendance, participation and inclusion.
- Work collaboratively with parents, carers, healthcare professionals and external agencies.
- Ensure staff are appropriately trained and confident in supporting medical needs.
- Maintain clear systems for recording, managing and reviewing medical information.
- Promote pupil independence where appropriate and safe to do so.
- Safeguard pupils' physical, emotional and mental wellbeing.

Identification of Pupils with Medical Conditions

Parents/carers must inform the Academy of any medical condition, allergy, mental health need or disability affecting their child.

Where a pupil has a diagnosed medical condition:

- Parents/carers must provide written evidence from a suitably qualified healthcare professional.

- Copies of medical information will be securely stored in accordance with UK GDPR and Data Protection legislation.
- Relevant information will be shared with staff on a need-to-know basis.
- The SENDCo, Designated Safeguarding Lead (DSL), Headteacher and relevant class staff will be informed where appropriate.

Individual Healthcare Plans (IHPs)

Following notification of a medical condition:

Meeting Arrangements

The Academy will arrange a meeting involving:

- Parents/carers
- Class teacher
- SENDCo (where appropriate)
- Headteacher or designated senior leader (where appropriate)
- School nurse and/or other healthcare professionals where appropriate
- The pupil, where appropriate according to age and understanding

The purpose of the meeting will be to determine the level of support required and whether an Individual Healthcare Plan (IHP) is necessary.

Individual Healthcare Plans

Where required, an Individual Healthcare Plan will:

- Detail the pupil's medical condition.
- Outline symptoms requiring intervention.
- Specify medication and dosage.
- State emergency procedures.
- Clarify staff responsibilities.
- Detail arrangements for school visits, PE and extracurricular activities.
- Include arrangements for mental health and emotional wellbeing where appropriate.
- Record consent arrangements.
- Include contact information for parents and professionals involved.

Review of Healthcare Plans

Healthcare Plans will be reviewed:

- At least annually.
- Following a change in need, diagnosis or treatment.
- Following significant absence.
- Following any medical emergency or incident involving the pupil.

Mental Health Conditions

The Academy recognises that mental health conditions may constitute medical needs.

Where pupils have diagnosed or emerging mental health difficulties, the school may work with:

- Parents/carers
- NHS services

- Mental Health Support Teams
- Educational Psychologists
- Early Help services
- Staffordshire County Council services
- Other relevant professionals

Support plans may be implemented alongside healthcare plans, pastoral support plans or SEND support arrangements.

Medicines in School

The Academy will:

- Only administer medicines when written parental consent has been received.
- Only accept medicines in original packaging with pharmacy labels and recommended dosage, timings etc unless agreed otherwise.
- Store medicines securely.
- Keep records of all medication administered.
- Ensure emergency medicines are readily accessible.
- If pupils are deemed to have capacity, permit pupils to carry emergency medication where agreed within their IHP. However, the administering of medicines when with school staff and not supervised by parents/carers e.g. trips, sporting events, remains the responsibility of the school staff to supervise and record.

Allergies and Anaphylaxis

The Academy recognises its duties to provide safe arrangements for pupils with allergies.

The Academy will:

- Maintain up-to-date allergy records.
- Ensure staff receive allergy awareness training where appropriate.
- Ensure adrenaline auto-injectors (AAIs) are readily available.
- Follow individual healthcare plans.
- Risk assess food-based activities, trips and events.
- Record and review any allergy-related incidents or near misses.

Emergency Procedures

All staff will be informed about emergency procedures for pupils with medical conditions.

Emergency procedures will include:

- Immediate access to emergency medication.
- Clear communication systems.
- Contacting emergency services where required.
- Informing parents/carers as soon as possible.
- Recording incidents in line with Trust procedures.
- Reviewing arrangements following any incident.

School Visits and Physical Activity

Pupils with medical conditions will be actively supported to participate in:

- Educational visits
- Residential visits
- PE lessons
- Swimming
- Sports activities
- Clubs and enrichment events

Reasonable adjustments and risk assessments will be completed where required.

Roles and Responsibilities

Trust Board

The Trust Board will ensure appropriate arrangements are in place across all Primitas Learning Partnership academies for supporting pupils with medical conditions.

Headteacher

The Headteacher will ensure:

- Policy implementation.
- Appropriate staff training.
- Effective communication with families and professionals.
- Monitoring of Healthcare Plans.
- Safe systems for medication management.

SENDCo **(where and when it is deemed appropriate)**

The SENDCo will support staff to:

- Maintain medical needs records.
- Support Healthcare Plan development and review.
- Liaise with health professionals.
- Coordinate support for pupils with SEND and medical needs.
- Monitor inclusion and educational outcomes.

Class Teachers

Class teachers will:

- Be familiar with pupils' Healthcare Plans.
- Implement support arrangements.
- Communicate concerns promptly.
- Participate in reviews and professional discussions.

Parents and Carers

Parents/carers are expected to:

- Notify the school of medical conditions.
- Provide accurate and current medical information.
- Update the school regarding any changes.

- Supply medication within agreed timescales.
- Attend review meetings when required.

Record Keeping and Confidentiality

Medical information will be:

- Stored securely.
- Shared on a need-to-know basis.
- Maintained in accordance with Data Protection legislation.
- Reviewed regularly for accuracy.

Records will include:

- Medical evidence.
- Healthcare Plans.
- Consent forms.
- Medication administration records.
- Staff training records.
- Incident reports.

Included in this policy, Holly Grove Primary Academy are fully supportive of children with health needs that cannot attend school. Below are the appendices to support the DFE requirements from the document 'Supporting Children with health needs who cannot attend school because of health needs' Dec 2026)

Appendix 1: Legislative and Regulatory Framework

This policy has been written with regard to the following legislation and statutory guidance:

Primary Legislation

- Children and Families Act 2014, Section 100 (Duty to support pupils with medical conditions).
- Education Act 1996, Section 19 (Provision of suitable education for children who cannot attend school because of illness or other reasons).
- Equality Act 2010.
- Health and Safety at Work etc. Act 1974.
- Data Protection Act 2018 and UK GDPR.
- Children Act 1989.
- Children Act 2004.

Statutory Guidance and National Guidance

- Department for Education: *Supporting Pupils at School with Medical Conditions*.
- Department for Education: *Keeping Children Safe in Education 2026*.
- SEND Code of Practice: 0 to 25 years.
- Working Together to Safeguard Children.
- Mental Health and Behaviour in Schools.
- Staffordshire County Council guidance relating to pupils with medical conditions and attendance.

Appendix 2: Children with Health Needs Who Cannot Attend School

Principles

The Academy recognises that some pupils may experience physical or mental health conditions which significantly affect their attendance at school.

Where a pupil is unable to attend school because of a medical condition, the Academy will work collaboratively with:

- Parents and carers;
- Staffordshire County Council;
- Health professionals;
- Alternative providers;
- Other relevant agencies;

to ensure that suitable education continues wherever possible and that the pupil remains connected to school life.

Aims

The Academy will seek to:

- Minimise disruption to a pupil's education.
- Maintain educational progress.
- Promote social inclusion and wellbeing.
- Prevent pupils from becoming isolated.
- Support a successful reintegration to school at the earliest appropriate opportunity.

Early Identification

The Academy will monitor attendance and welfare carefully where:

- A pupil has a long-term medical condition.
- There are repeated health-related absences.
- Mental health difficulties are affecting attendance.
- Medical evidence indicates that attendance may be significantly reduced.

Individual Support Planning

Where absence is likely to be prolonged, an individual support plan may be implemented and may include:

- Adjusted timetable arrangements.
- Remote learning opportunities.
- Home-based learning support.
- Online learning platforms.
- Regular welfare check-ins.
- Reintegration planning.
- Input from external professionals.

The support plan will be reviewed regularly with parents, carers and professionals involved.

Suitable Education

The Academy recognises its duty to work with the Local Authority in securing suitable education for pupils unable to attend school due to health needs.

Provision should:

- Be appropriate to the pupil's age, aptitude and ability.
- Take account of medical advice.
- Enable the pupil to continue learning and make progress.
- Where possible, maintain links with their peer group and school community.

Reintegration Following Absence
Following a period of illness, the Academy will work closely with the pupil, family and health professionals to agree a reintegration plan.

This may include:

- A phased return.
- Temporary timetable adjustments.
- Additional pastoral support.
- SEND support arrangements.
- Ongoing monitoring of wellbeing and attendance.

Mental Health
Where a pupil's health needs relate to mental health, anxiety-based school avoidance, emotional wellbeing or medically supported absence, the Academy will consider:

- Early Help assessment.
- SEND support.
- Mental Health Support Teams.
- Educational Psychology involvement.
- Safeguarding considerations.
- Attendance support plans.

All decisions will be made in partnership with families and external professionals.

Appendix 3: Unacceptable Practice
The Academy will not:

- Prevent a pupil from accessing education solely because of a medical condition.
- Send a pupil with a medical condition home unnecessarily.
- Require parents to attend school to administer medication where this has been agreed as part of the school's arrangements.
- Exclude a pupil from educational visits or activities because of a medical condition without appropriate risk assessment.
- Ignore medical evidence or professional advice.
- Penalise pupils for health-related absences authorised by the school.
- Remove a pupil from roll because of health needs.

Policy Lead: Mrs Susan Barnes, Assistant Headteacher / SENDCo
Academy: Holly Grove Primary Academy
Trust: Primitas Learning Partnership
Local Authority Area: Staffordshire County Council
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