



Special Medical Needs and Medicine Policy

Definition

Pupils' medical needs may be broadly summarised as being of two types:

- Short-term: affecting their participation in school activities for which they may be on a course of medications.
- Long-term: potentially limiting access to education and requiring extra care and support deemed Special Medical Needs.

Rationale

LAs and schools have a responsibility for health and safety of pupils in their care. The Health and Safety at Work Act 1974 makes employers responsible for the health and safety of employees and anyone else on the premises. The school employer is the Headteacher and Governing Board of the school. In case of pupils with **Special Medical Needs**, the responsibility of the employer is to make sure that safety measures cover the needs of all pupils at the school. This may mean making special arrangements for particular pupils who may be more at risk than others. Individual procedures may be required. The employer is responsible for making sure that relevant staff are fully informed and if necessary trained to provide any additional support these pupils may need.

The Children and Family Act 2014, from September 2014, places a duty on schools to make arrangements for children with medical conditions. Pupils with **Special Medical Needs** have the same right of admission to school as other children and cannot be refused admission or excluded from school on medical grounds alone. However, teachers and other school staff in charge of pupils have a common law duty to act in loco parentis and may need to take swift action in an emergency. This duty also extends to teachers leading activities taking place off the school site. This could extend to a need to administer medicine.

The prime responsibility for a child's health lies with the parent who is responsible for the child's medicine and should supply the school with information. The school takes advice and guidance from the 2014 DFE Guidelines 'Supporting Pupils with Medical Conditions' which encourages self-administration of medication when appropriate e.g. inhalers and creams. Contact details for our School Nurse can be found at Stalybridge Clinic or requesting contact numbers from the school office, also a copy of this policy is available to parents.

Aims

The school aims to:

- Support parents in providing medical care for their children.
- Educate staff and children in respect of **Special Medical Needs** and provide appropriate training when necessary.
- Adopt and implement the LA policy of Medication in Schools.
- Liaise as necessary with medical services in support of the individual pupil.
- School will liaise with the School Health Service for advice about a pupil's **Special Medical Need** and will seek support from the relevant practitioners where necessary and in the interests of the pupil.
- Monitor and keep appropriate records.
- Report all major incidents to the Occupational Health and Safety unit at Tameside.

Medicines in School

- The school will only administer medicines to children who have a life threatening or long term medical condition.
- Medicines will be administered by a qualified First Aider.
- All medicines sent into school must be clearly printed with the child's name and dosage on. Medicines kept in school will be locked in a secure cupboard in the main office.
- Pupils should not bring any medicines into school.
- Any children with life threatening or long term conditions requiring medication should have a Health Care Plan completed by their parent or the hospital they are under or GP.
- Any medicines brought into school by the staff for personal use should be stored in an appropriate place and kept out of the reach of children. Any staff medicine is the responsibility of the individual concerned and not the school.

Asthma

- We recognise that asthma is a serious condition affecting about 1 in 10 school children.
- The school ensures that staff are aware of all children who suffer from asthma.
- Every year the new children complete a form informing the school of any medical conditions including asthma that they suffer from. Parents are asked to inform the school should any medical condition develop during their years at school.
- Parents are responsible for seeing that their child has a usable inhaler in school each day
- A copy of the asthma register is in all the pupil class information booklets.
- All inhalers should be easily identified and accessible. They are kept in a drawer string bag in the child's classroom and are taken out on all trips.
- Preventative inhalers will be used at home.
- Children should be aware of where their inhalers are kept.
- In an emergency, if a child's own inhaler is unavailable, a spare reliever inhaler is kept in the school office.

Allergies and Anaphylaxis

Gorse Hall has a specific policy for Allergies and Anaphylaxis to be adopted for Sept 2026.

Reviewed July 2026

Next Review Date: July 2027