

# MEDICAL TREATMENT OF STUDENTS POLICY



All One In A Million Free School Policies have been devised to ensure that:

- *OIAM core values are at the heart of all we do: Compassion, Honesty, Integrity and Excellence;*
- *Students from all backgrounds and all abilities are welcome;*
- *Each student has the opportunity to flourish and achieve or exceed their potential;*
- *We value the individuality of each student within the context of membership of our community;*
- *We are committed to raising educational attainment and improving our students' life chances;*
- *We provide an environment in which all students are self-aware, self-disciplined and confident;*
- *All students will understand how to make a positive contribution to our extended community;*
- *Academic, creative and personal achievement is supported through focus on Sport, the Arts and Enterprise.*

**Approved by:** Full Governing Body; Jane Hobbs, Principal

**Last reviewed:** December 2023

**Next review:** December 2026

## **Introduction**

All medical information received by OIAMFS will be treated confidentially. Information to ensure the safety and care of individual students will be disclosed as appropriate to staff of OIAMFS. Such procedures will be discussed with the student and parent/carer for their agreement prior to the disclosure. (Throughout this policy, the term 'parent/carer' means all those having parental responsibility for a child.)

## **Students with long-term medical needs**

Students with medical needs entering OIAMFS from local primary schools will usually be identified through discussions with the Year 6 teacher. Such information will be checked with the parent/carer to ensure appropriate records are kept and appropriate provision can be made.

Parent/carers are requested to approach the school with any information that they feel that OIAMFS will need to care for individual students. Good practice would suggest that this process begins when the child is in Year 5. The parent/carer will be required to complete a Medical Statement form to identify any medical needs. This may require endorsement from the student's General Practitioner.

Parent/carers are responsible for informing OIAMFS of medical issues that arise during the student's time in OIAMFS.

## **Medicines in OIAMFS**

OIAMFS's Reception staff should be informed of any medication brought into OIAMFS at any time.

Information regarding any prescribed medication should be made available to both the student's Head of Year.

In the event of any special form of administration of medication being required, the parent/carer must contact OIAMFS so that arrangements can be made for this to occur.

Following DfE Guidance, OIAMFS has adopted a number of proformas which staff are asked to use when managing or administering medicines. These are provided on request.

OIAMFS's Responsible First Aider will coordinate the storage and administration of medicines brought into OIAMFS for students.

## **Illness in OIAMFS**

If a student becomes ill in a lesson and the teacher feels that medical treatment is required, the staff member should call for the support of a trained First Aider, or the staff member may send another student to contact a First Aider via the Head of Year or Safeguarding offices, if necessary.

OIAMFS has a strict policy that no medication will be given orally or externally unless permission has been given by the parent (See First Aid Policy). Parent/carers will be contacted depending upon the nature of the medical problem.

If the teacher feels that the student is too ill or injured to be moved, then a designated First Aid member of staff should be called. First Aid should be administered, as appropriate. If it is thought that follow-up treatment is required, the parent/carer will be contacted or a letter sent home with the student.

OIAMFS would prefer that students are picked up from OIAMFS and taken home by their parents or nominated person. Students will only be sent home with parental/carer permission. In more serious cases, where hospital attention is deemed necessary, OIAMFS will contact parents/carers, who will be expected to take their child to hospital.

In an emergency, an ambulance must be called and the parent/carer contacted by OIAMFS. In the absence of a parent/carer, a member of staff will accompany the student to the hospital and remain there until the parent/carer arrives.

If a parent/carer cannot be contacted, OIAMFS will act in loco parentis and give permission for any emergency treatment.

### **School off-premises visits**

OIAMFS believes that all students are entitled to participate fully in activities associated with OIAMFS and will attempt at all times to accommodate students with medical needs (see Off-site and Residential Activities Policy). However, consideration must be given to the level of responsibility that staff can be expected to accept.

### **Policy on specific medical issues**

OIAMFS welcomes all students and encourages them to participate fully in all activities.

OIAMFS in partnership with the School Nursing Team will advise staff on the practical aspects of management of:

- Asthma attacks
- Diabetes
- Epilepsy
- Anaphylactic Reaction

OIAMFS will keep a record of students who may require such treatment.

OIAMFS expects all parent/carers whose children may require such treatment to ensure that appropriate medication has been lodged with OIAMFS together with clear guidance on the usage of the medication.

### **Monitoring, Evaluation and Review**

The Governing Body will review and amend this policy and procedure at least every two years or as required by:

- Changes in legislation
- Changes in guidelines from advisory bodies
- The effectiveness of the policy

### **Anaphylactic Reactions, Procedures and Epi-pens**

OIAMFS seeks to provide a safe environment for staff and students who are at risk of severe allergic reactions. It undertakes to ensure that anyone suffering a severe allergic reaction will be treated appropriately and enabled to access emergency services promptly.

Anaphylaxis is a severe systemic allergic reaction. At the extreme end of the allergic spectrum, the whole body is affected usually within minutes of exposure to the allergen. It can take seconds or several hours.

Anaphylaxis involves one or both of two features:

- a) Respiratory difficulty (swelling of the airway or asthma)
- b) Hypotension (fainting, collapse or unconsciousness).

The symptoms are swelling of the mouth or throat, difficulty in swallowing or speaking, alterations in the heart rate, hives anywhere on the body, abdominal cramps and nausea, sudden feeling of weakness, difficulty in breathing, collapse and unconsciousness.

### **PROTOCOL FOR EMERGENCY TREATMENT FOR AN ALLERGIC REACTION**

#### **ASSESS THE SITUATION – ACT PROMPTLY**

Send someone to get the EPIPEN, which is kept in the medical cupboard in the First Aid/Treatment Room.