

St John Fisher Catholic Primary School

Supporting Pupils with Medical Conditions **Policy**



***“With God’s Love we are a family:
Caring, Learning and Growing together”***

	Name of School	St John Fisher Catholic Primary
	Policy Review Date	October 2026
	Date of Next Review	October 2028
	Who reviewed this policy?	Head Teacher and Governors

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1. Introduction

St John Fisher Catholic Primary School is committed to supporting pupils with medical conditions so that they can access education safely, confidently and as fully as possible. We recognise that medical conditions can affect attendance, learning, wellbeing, participation and safeguarding, and that needs may change over time.

Our approach is child-centred, inclusive and partnership-based. We work with pupils, parents/carers, healthcare professionals and other relevant services to understand each pupil's needs and put appropriate arrangements in place.

The Governing Board has a duty under section 100 of the Children and Families Act 2014 to make arrangements for supporting pupils at school with medical conditions. This policy sets out how St John Fisher will meet that duty.

This policy should be read alongside the school's safeguarding, SEND, attendance, first aid, health and safety, educational visits and separate allergy safety arrangements.

2. Aims

- ensure pupils with medical conditions are properly supported so they can access education and take part in school life;
- make reasonable adjustments where required for pupils with disabilities;
- ensure appropriate arrangements are in place for medicines, treatment and emergency care;
- identify when an Individual Healthcare Plan (IHP) is needed and ensure it is developed, implemented and reviewed appropriately;
- ensure staff understand their responsibilities and receive suitable training and support;
- work constructively with pupils, parents/carers, healthcare professionals and other agencies;
- reduce avoidable barriers to attendance, learning and participation caused by medical needs;
- ensure medical needs are considered alongside safeguarding, SEND and wellbeing.

3. Legislation and guidance

This policy has regard to the Department for Education statutory guidance Supporting pupils with medical conditions at school, which remains in force. The DfE consulted in 2026 on revised guidance; the government response confirms that the existing guidance remains in force while revised guidance is developed. This policy will be reviewed when replacement guidance is published.

- Children and Families Act 2014, section 100;
- Equality Act 2010 and the duty to make reasonable adjustments;
- SEND Code of Practice: 0 to 25 years;
- Keeping Children Safe in Education 2026, where medical needs intersect with safeguarding;
- Health and Safety at Work etc. Act 1974 and relevant health and safety duties;
- Supporting pupils with medical conditions at school: statutory guidance and DfE templates;
- Allergy safety in schools statutory guidance, with the school's separate allergy safety policy;
- other relevant current Department for Education and local authority guidance.

The current DfE guidance states that pupils with medical conditions should be supported so they can access education, including school trips and physical education, and provides templates for IHPs, parental agreement, medicine records and staff training records.

The school will not wait for a diagnosis before considering appropriate support where a child has an identified or emerging medical need and sufficient information is available to plan safely.

4. Roles and responsibilities

4.1 Governing Board

- ensure arrangements are in place to support pupils with medical conditions;
- ensure this policy is accessible to staff and parents/carers;

- provide oversight of the school's arrangements;
- ensure the policy is reviewed in light of changes to legislation and statutory guidance.

4.2 Headteacher

- ensure the policy is implemented effectively;
- ensure suitable resources and staffing arrangements are available;
- ensure staff receive appropriate training and support;
- oversee arrangements for medicines and emergency responses;
- liaise with parents/carers and external professionals where complex needs require senior oversight.

4.3 Medical Conditions Lead

The school's Pastoral, Safeguarding and Attendance Lead will coordinate day-to-day arrangements for pupils with medical conditions, working with the Headteacher, SENDCo, class staff, parents/carers and healthcare professionals.

- maintain an overview of pupils with identified medical needs;
- coordinate and review IHPs where required;
- ensure relevant staff know where medical information and emergency instructions are held;
- coordinate staff training and identify refresher requirements;
- liaise with parents/carers and healthcare professionals;
- support attendance and reintegration where medical needs affect school attendance;
- ensure relevant incidents, concerns and actions are recorded and followed up.

4.4 School staff

- be aware of pupils' medical needs that affect their role;
- follow agreed healthcare plans and emergency procedures;
- take appropriate action if a pupil becomes unwell or requires urgent support;
- maintain confidentiality;
- attend required training;
- raise concerns promptly with the Medical Conditions Lead or Headteacher.

4.5 Parents/carers

- provide accurate and up-to-date information about their child's medical condition;
- provide prescribed medicines and equipment in accordance with school arrangements;
- contribute to IHPs and reviews;
- inform the school of changes to medication, treatment or medical advice;
- work with the school and healthcare professionals to support safe attendance and participation.

4.6 Pupils

Pupils will be involved in decisions about their medical support where appropriate to their age, understanding and ability. The school will encourage independence in managing a condition where this is safe and supported by appropriate advice.

5. Identifying pupils with medical conditions

Parents/carers or healthcare professionals should notify the school of a pupil's medical condition. Information may also become known through admission, attendance, SEND processes, safeguarding work or changes in a pupil's health.

On receiving information about a medical condition, the school will consider what support is required during the school day and whether an IHP or other written healthcare information is needed. The level of support will be proportionate to the child's individual circumstances.

Medical information will be recorded securely and shared with staff who need the information to keep the pupil safe and support their education.

6. Individual Healthcare Plans (IHPs)

An IHP will be considered where a pupil's medical condition requires specific support, treatment, medication, emergency action, adaptations or a coordinated approach. Not every pupil with a medical condition will require an IHP.

Where an IHP is needed, it will normally be developed in partnership with the pupil, parent/carer, school and an appropriate healthcare professional. It should describe the support needed at school, including what to do in an emergency.

- the pupil's medical condition and relevant symptoms;
- medication and treatment required during school hours;
- signs of deterioration or emergency symptoms;
- what staff should do and who should be contacted;
- reasonable adjustments and support for learning and participation;
- arrangements for physical education, trips and other activities;
- attendance or reintegration arrangements where relevant;
- emergency contact details;
- review arrangements and the date of the next review.

IHPs will be reviewed when needs change and, where appropriate, following significant incidents or new medical advice.

7. Supporting pupils in school

The school will make reasonable and proportionate arrangements so pupils with medical conditions can participate in learning and school life. This may include adjustments to classroom routines, access to water or food where medically required, rest arrangements, toilet access, additional supervision, movement breaks, seating, PE adaptations or access to medication.

Pupils will not be excluded from activities simply because they have a medical condition where safe and reasonable adjustments can enable participation.

Where medical needs affect emotional wellbeing, attendance or behaviour, the school will consider the underlying medical context and work with the pupil and family rather than treating the presentation in isolation.

8. Managing medicines

The school will only administer medicines where there is an appropriate agreement and the medicine is provided in accordance with the school's procedures. Medicines should be clearly labelled and supplied in the original container where applicable.

- parents/carers will normally complete the school's medicine consent arrangements;
- prescribed medicines will be administered in accordance with the instructions supplied;
- staff will only administer medicines for which they have been appropriately trained or instructed;
- medicines will be stored securely and accessibly in line with individual need and emergency requirements;
- controlled drugs will be managed securely and in accordance with relevant guidance;
- administration will be recorded, including where a required dose is not administered;
- parents/carers will be informed where appropriate following administration or an incident;
- expired or no-longer-required medicines will be returned to parents/carers for safe disposal.

Where a pupil is competent and it is appropriate for them to manage their own medication, this will be considered individually and recorded in the relevant healthcare arrangements.

9. Staff training and support

Any staff member required to provide medical support will receive appropriate information, instruction and/or training. Training needs will reflect the individual pupil's condition and the responsibilities of the staff involved.

- training will be provided by an appropriately qualified healthcare professional or other suitable provider where specialist knowledge is required;
- staff will know how to recognise signs that a pupil's condition is deteriorating;
- staff will know what action to take in an emergency;
- training records will be maintained;
- cover arrangements will be considered so appropriate support remains available when trained staff are absent.

10. Emergency procedures

Each pupil with a significant medical condition will have clear emergency instructions where required. Relevant staff must know where these instructions and any emergency medication or equipment are kept.

- call emergency services (999) where the pupil's condition is life-threatening or urgent medical assistance is required;
- follow the pupil's IHP or emergency plan where one is in place;
- do not leave a seriously unwell pupil unattended unless necessary to obtain urgent help;
- inform the parent/carer as soon as reasonably practicable;
- record and report the incident through the school's procedures;
- review healthcare arrangements following a significant incident or near miss where appropriate.

11. Confidentiality and information sharing

Medical information is sensitive personal information and will be handled confidentially. Information will be shared with staff and professionals on a need-to-know basis where necessary to support the pupil's health, safety, education or safeguarding.

The school will follow its safeguarding and information-sharing procedures where medical information raises a concern about a child's welfare.

12. Education, trips and activities

Medical conditions should not unnecessarily prevent pupils from participating in educational visits, residentials, PE, swimming, clubs or other activities. Risk assessment and individual healthcare arrangements will identify reasonable adjustments and ensure appropriate medication, equipment and trained support are available.

For off-site activities, staff will ensure they have the relevant medical information, emergency contacts, medication and equipment required for the pupil.

13. Attendance and reintegration

The school recognises that some medical conditions can affect attendance. Medical absence will be considered alongside the pupil's individual circumstances and the school's Attendance Policy.

Following a significant period of medical absence, the school will work with the pupil, family and relevant professionals to plan a supportive return. This may include a phased or adjusted return where appropriate and supported by relevant professional advice.

Attendance concerns linked to medical needs will be approached sensitively and may involve the SENDCo, school nurse, healthcare professionals, local authority or other services where appropriate.

14. Safeguarding, SEND and reasonable adjustments

Medical needs can overlap with SEND, disability, mental health and safeguarding. The school will consider the whole child and ensure medical information informs, but does not automatically determine, decisions about education, behaviour, attendance or support.

Where a medical condition amounts to a disability, the school will consider its duties under the Equality Act 2010, including reasonable adjustments. Where a pupil has SEND or an EHCP, medical arrangements will be coordinated with relevant SEND planning.

A change in a pupil's medical presentation, attendance, behaviour or ability to manage their condition may also be relevant to safeguarding and will be considered in line with the school's safeguarding procedures.

15. Complaints and concerns

Parents/carers who have concerns about the school's arrangements should raise these with the Headteacher or Medical Conditions Lead in the first instance. Formal complaints will be managed under the school's Complaints Policy.

The school will seek to resolve concerns promptly and work constructively with families and relevant professionals.

16. Monitoring, review and governance

The Headteacher and Medical Conditions Lead will monitor the effectiveness of this policy through review of IHPs, training records, medicine administration records, incidents, parent/pupil feedback and relevant attendance information.

This policy will be reviewed at least every two years, and sooner if legislation, statutory guidance, local procedures or school arrangements change. The policy will be approved by the Governing Board.

The DfE confirms that the current medical-conditions guidance remains in force while revised guidance is developed; this policy will therefore be reviewed promptly when the replacement guidance is published.

Appendix 1: Individual Healthcare Plan – key information

These headings should be considered when developing an Individual Healthcare Plan. The plan should be individualised and completed with appropriate professional input.

Information	Details to record
Pupil	Name, class, date of birth and relevant contacts
Medical condition	Diagnosis/condition and relevant symptoms
Daily management	Treatment, medication, equipment, diet or routines
Triggers/warning signs	Known triggers and early signs of deterioration
Emergency action	What staff should do, including when to call 999
Medication	Name, dose, route, timing and storage
Adjustments	Reasonable adjustments needed for learning and participation
Activities	PE, trips, swimming, clubs and off-site arrangements
Attendance/reintegration	Support needed following medical absence
Contacts	Parent/carer and relevant healthcare professional contacts
Review	Review date and circumstances requiring an earlier review

Appendix 2: Medication administration – key principles

- Medicines should only be administered in accordance with the school's agreed procedures and appropriate parental/healthcare authorisation.
- Medicines should be clearly labelled and stored safely, while remaining accessible when urgently required.
- Staff should check the pupil, medicine, dose, route and timing against the agreed instructions before administration.
- Administration, refusal, omission or other relevant incidents should be recorded.
- Staff should seek advice if unsure about a medicine or the pupil's condition.
- Emergency medicines and equipment must be available wherever the pupil is expected to participate.
- Parents/carers should be informed of significant medication incidents or concerns.
- Medication arrangements should be reviewed when the pupil's prescription, condition or needs change.

Key external guidance

- Department for Education – Supporting pupils with medical conditions at school (statutory guidance).
- Department for Education – Supporting pupils with medical conditions: templates.
- Department for Education – Allergy safety in schools (statutory guidance, applicable from September 2026).
- Department for Education – SEND Code of Practice: 0 to 25 years.
- Department for Education – Keeping children safe in education 2026.