



HYDE

Hyde High School

Supporting Pupils with Medical Conditions Policy

Approved by Governors:	Autumn 2025
Date to be reviewed:	Autumn 2026

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Statement of Intent

Hyde High School will ensure that pupils with medical conditions receive appropriate care and support at school, in order for them to have full access to education and remain healthy. This policy has been developed in line with the DfE's guidance: 'Supporting pupils at school with medical conditions'. The school is committed to ensuring that parents/carers feel confident that we will provide effective support for their child's medical condition, and make the pupil feel safe whilst at school.

1. Legal framework

This policy has due regard to legislation including, but not limited to, the following:

- The Children and Families Act 2014
- DfE (2015) 'Supporting pupils at school with medical conditions'

2. Definitions

2.1. Hyde High School defines "medication" as any prescribed or over the counter medicine.

2.2. Hyde High School defines "prescription medication" as any drug or device prescribed by a doctor.

2.3. For the purpose of this policy, the term "medication" will be used to describe all types of medicine.

2.4. Hyde High School defines a "staff member" as any member of staff employed at the school.

2.5. Hyde High School defines "short term illness" as an illness which affects pupils' participation at school because they are on a course of medication/treatment.

2.6. Hyde High School defines "long term illness" as a condition which has the potential to limit access to education and requires ongoing support, medicines or care while at school to help the pupil manage their condition and keep them well including monitoring and intervention in emergency circumstances. It is important that parents feel confident that school will provide effective support for their child's medical condition and the pupil feels safe.

3. Key roles and responsibilities

3.1. The Governing Body has overall responsibility for the implementation of the Supporting Pupils with Medical Conditions Policy and procedures of Hyde High School.

3.2. The Governing Body has overall responsibility for ensuring that the Supporting Pupils with Medical Conditions Policy, as written, does not discriminate on any grounds, including but not limited to: ethnicity/national origin, culture, religion, gender, disability or sexual orientation.

3.3. Complaints regarding this policy are dealt with as outlined in the school's Complaints Policy.

3.4. The Governing Body is responsible for ensuring the correct level of insurance is in place for the administration of medication.

3.5. The Governing Body is responsible for ensuring that members of staff who provide support to pupils with medical conditions are suitably trained and have access to information needed.

3.6. The Governing Body is responsible for ensuring that relevant health and social care professionals are consulted in order to guarantee that the needs of pupils with medical conditions are properly supported.

3.7. The headteacher is responsible for the day-to-day implementation and management of the Supporting Pupils with Medical Conditions Policy and relevant procedures of Hyde High School.

3.8. The headteacher is responsible for ensuring that appropriate training is undertaken by staff members administering medication.

3.9. The school will identify a designated member of staff who is responsible for overseeing administering medication.

3.10. Staff, including teachers, support staff and volunteers, are responsible for following the policy and for ensuring pupils do so also.

3.11. Staff, including teachers, support staff and volunteers, are responsible for implementing the agreed policy fairly and consistently.

3.12. If a pupil is sent to hospital, at least one member of staff will accompany the pupil until their parent/carer has arrived, unless instructed otherwise by the paramedics.

3.13. Parents/carers are expected to keep the school informed about any changes to their child/children's health.

3.14. The headteacher is responsible for ensuring that all necessary risk assessments are carried out regarding the administration of medication, including for school trips and external activities.

3.15. In the case of staff absence, the headteacher is responsible for organising another appropriately trained individual to take over the role of administering medication.

3.16. It is both staff members' and pupils' responsibility to understand what action to take in general terms during a possible medical emergency, such as raising the alarm with the school nurse or other members of staff.

4. Training of staff

4.1. Staff with designated responsibility for administering medication to pupils will receive training on the Supporting Pupils with Medical Conditions Policy as part of their new starter induction.

4.2. Staff with designated responsibility for administering pupils with medication will receive regular and ongoing training as part of their development.

4.3. The headteacher will ensure that a sufficient number of staff are suitably trained in administering medication.

4.4. All relevant staff will be made aware of a pupil's medical condition.

4.5. The headteacher will ensure that supply teachers are appropriately briefed regarding pupils' medical conditions.

4.6. A first aid certificate does not constitute appropriate training in supporting children with medical conditions.

4.7. Hyde High School will provide whole-school awareness training so that all staff are aware of the Supporting Pupils with Medical Conditions Policy and understand their role in implementing the policy.

5. Individual Health Care Plans

5.1. For chronic or long-term conditions and disabilities, an IHP will be agreed in liaison with the pupil, parents/carers, headteacher, special educational needs coordinator (SENCo) and medical professionals as necessary.

5.2. When deciding what information should be recorded on an IHP (see appendix A), the Governing Body will consider the following:

- The medical condition, as well as its triggers, signs, symptoms and treatments
- The pupil's resulting needs, such as medication (the correct dosage and possible side effects), equipment and dietary requirements
- The specific support needed for the pupil's educational, social and emotional needs
- The level of support that is needed and whether the pupil will be able to take responsibility for their own health needs
- The type of provision and training that is required, including whether staff can be expected to fulfil the support necessary as part of their role
- Which staff members need to be aware of the pupil's condition
- Arrangements for receiving parental consent to administer medication
- Separate arrangements which may be required for school trips and external activities
- Which staff member/s can fulfil the role of being a designated, entrusted individual where confidentiality issues are raised
- What to do in an emergency, including whom to contact and contingency arrangements
- What is defined as an emergency, including the signs and symptoms that staff members should look out for

5.3. The Governing Body will ensure that IHPs are reviewed at least annually. IHPs will be routinely monitored throughout the year by the designated member of staff.

5.4. Medication should be securely stored according to bespoke need.

6. Unacceptable Practice

The school will never:

- Assume that pupils with the same condition require the same treatment.
- Prevent pupils from easily accessing their inhalers and medication.
- Ignore the views of the pupil and/or their parents/carers.
- Ignore medical evidence or opinion.

- Send pupils home frequently for reasons associated with their medical condition, or prevent them from taking part in activities at school, including lunch times, unless this is specified in their IHP.
- Send an unwell pupil to Student Services or to an office alone or with an unsuitable escort.
- Penalise pupils with medical conditions for their attendance record, where the absences relate to their condition.
- Make parents/carers feel obliged or forced to attend school to administer medication or provide medical support, including for toilet issues. The school will ensure that no parent/carer is made to feel that they have to give up working because the school is failing to support their child's needs.
- Create barriers to pupils participating in school life, including school trips.
- Refuse to allow pupils to eat, drink or use the toilet when they need to in order to manage their condition.

7. Complaints

7.1 Parents/carers or pupils wishing to make a complaint concerning the support provided to pupils with medical conditions should speak directly to the school in the first instance.

7.2 If they are not satisfied with the school's response, they may make a formal complaint as outlined in the Complaints Policy.

8. Policy review

8.1. This policy is reviewed annually by the headteacher.

8.2. Hyde High School will seek advice from any relevant healthcare professionals as deemed necessary.

8.3. Where a pupil's medical condition is unclear or where there is a difference of opinion, judgements about what support to provide will be based on available evidence including a consultation with parents.

8.4. Hyde High School recognises that in exceptional circumstances a pupil's health needs may rightly take precedence over their education.

Hyde High School – Individual Healthcare Plan

1. Pupil Details

Pupil Name	
Form / Year Group	
Date of Birth	
Medical Diagnosis / Condition	
Date Plan Created	
Review Date	

2. Key Contacts

Parent/Carer Details

Name	Relationship	Phone (mobile/home)	Email

Health Professionals

Role	Name	Contact Number
GP		
Specialist / Clinic		
School Nurse		

3. Summary of Medical Needs

Describe the pupil's condition, key symptoms, triggers, and signs that staff should recognise. Include any relevant environmental considerations (lighting, noise, temperature, etc.).

4. Medication and Treatment

Medication	Dose	Method	When	Side Effects / Contraindications	Administered by	Supervision Required

- Supervised
- Administered by staff
- Medication stored in Student Services

5. Daily Management / Support

Outline what staff need to do daily or routinely (e.g., hydration reminders, rest breaks, meal timing, physical activity restrictions). Note any arrangements for classroom support, check-ins, or adaptations.

6. Educational, Social, and Emotional Support

Describe how the pupil's condition affects learning, focus, or attendance, and the strategies used to support inclusion and well-being. Include arrangements for check-ins or pastoral monitoring where relevant.

7. Emergency Procedures

What constitutes an emergency:

Action to take:

- 1.
- 2.
- 3.

Who to contact first:

Emergency backup contact:

(Ensure all staff are aware of emergency procedures and that copies are available in the medical room and staffroom.)

11. Consent and Information Sharing

I agree that this information may be shared with relevant school staff and health professionals involved in my child's care, in line with the school's Data Protection and Medical Conditions Policies.

Parent/Carer Name:	
Signature:	
Date:	

- Consent given for medication administration
- Consent given for emergency treatment if required

12. Review Log

Review Date	Reviewed By	Summary of Changes	Next Review

13. Distribution Record

- Parent/Carer
 SENDCo
 Student Services
 Class Teachers / Trip Leaders
 Class Teachers / Trip Leaders
 HOY

14. Signed

Name	Role	Signature	Date
	Parent/Carer		
	SENDCo/Welfare Lead		
	Headteacher / Authorised Representative		