UpHolland Roby Mill C of E Primary School

In our Church school community, everyone is valued, nurtured, unique and individual. Through our faith, we hope everyone will live, learn and love fully. Guided by our Christian values, we strive to develop strength and courage so our children meet the challenges of an ever-changing world.
'We are brave and strong and stand fast in faith; all that we do, we do in love.' Corinthians 16:13

Supporting Pupils with Medical Conditions Policy

September 2026

The Governors and staff of Roby Mill C.E Primary School will support pupils at school with medical conditions so that they have full access to education, including school trips and PE; in order that they can play a full and active role in school life, remain healthy and achieve their academic potential.

School Leaders will consult health and social care professionals, pupils and parents to ensure that the needs of children with medical conditions are effectively supported.

For the school's position on the administration of medication, please see the First Aid policy.

Staff will endeavour to make sure parents feel confident that school will provide support and their child feels safe. We will also recognise the social and emotional implications associated with medical conditions; after long term absence, children will be properly supported during their reintegration into school life. This may require flexibility and involve part time attendance or alternative provision. Staff will focus on the needs of each individual child and how their medical condition impacts on their school life.

In line with safeguarding duties, pupils' health should not be put at unnecessary risk, for example from infectious diseases; therefore, school does not have to accept a child in school should it be detrimental to their health or others.

Roles and Responsibilities

The Designated Senior leader (DSL) for Safeguarding is Mrs Nicola Grand.

Staff are first aid trained on a rolling programme.

Any member of staff may be asked to provide support to pupils with medical conditions, including the administering of medications — although they cannot be required to do so. Relevant members of trained staff should know what to do and respond accordingly when they become aware that a pupil with a medical condition needs help. Members of staff know who to inform when help is required.

School has access to school nursing services, who are responsible for notifying the school when a child has been identified as having a medical condition which will require support in school.

It is school's policy that any member of school staff providing support to a pupil with medical needs should receive suitable training. The relevant healthcare professional should lead on identifying the type and level of training required. Staff will be updated with relevant information, as and when appropriate.

After discussion with parents, children who are competent should be encouraged to take responsibility for their own medicines and procedures. This should be reflected in their Individual Healthcare Plan.

If possible, children should be allowed to administer their own medicines and devices. They may require an appropriate level of supervision. If a child refuses to take medicine, parents should be informed so that alternative options can be considered.

Medicines should only be administered in school when it would be detrimental to a child's health or attendance not to do so.

All medicines should be stored in the cupboard or fridge in the Staffroom and children know where they are. Epipens/ Jext pens and inhalers are kept in the staffroom for immediate emergency use.

Passing a prescribed medicine to another child is an offence.

Children with long-term medical needs

Some children have long-term medical needs that may require ongoing care, and administration of medication in school either as an emergency or on an ongoing basis. In these cases, a medical care plan is drawn up in consultation with parents, and on the advice of a medical professional. This is agreed with parents and then shared with staff. The parent must provide written consent, which demonstrates their agreement for the school to administer the medication in line with the school policy and the medical advice. School will request additional or updated information annually and there is an expectation of parents that this will be provided. If there is updated information at other times of year, parents are responsible for providing this to the school in order that procedures can be updated also. In cases where medication is necessary, parents are responsible for ensuring that the school has adequate supplies available.

Prescription medicine only is administered and this must be provided in a container that has a prescription label on it with the child's name. The parent is responsible for ensuring that the medicine is up to date. In some cases, a medical practitioner may have recommended that a non-prescription medicine be used to treat the child's condition. School will administer this, only with written notification that this is needed, from the medical practitioner. School will communicate with parents any difficulties that may arise.

Children with short-term needs

The school recognises that in some cases, children may have short-term needs. The school defines short term as less than a month. Where the school receives advice regarding this from a parent or medical practitioner, the policy and procedures described above will apply.

The school encourages parents to administer short-term medications before and after school. We only administer medications on a short-term basis where a medical practitioner has directed this, and where the container is labelled or we have received a written request. This is at the discretion of the Headteacher, and in discussion with parents.