



Eldersfield Lawn C.E. Primary School

LIFE

Living and Inspiring Futures for Everyone

“Start children off on the way they should go, and
even when they are old they will not turn from it.”

Proverbs 22:6

Supporting Pupils with Medical Conditions - Medicines Policy

Responsibility: Governing Body

Agreed: February 2026

To be reviewed: February 2027

Supporting Pupils with Medical Conditions -Medicines Policy

This policy is written with regard to Section 100 of the **Children and Families Act 2014 which places a duty on** governing bodies to make arrangements for supporting pupils at their school with medical conditions (with updated DfE guidance August 2017). It aims to ensure that pupils at the school with medical conditions, both physically and mentally are properly and effectively supported. Consultation with the pupils themselves, their parents and health care professionals will take place so that the child can play a full and active role in school life, remain healthy and achieve their academic potential.

The Headteacher, Miss S.L. Hindle is responsible for ensuring whenever the school is notified that a pupil has a medical condition the following procedures are put in place:

- Sufficient staff are suitably trained
- All relevant staff, including supply staff are made aware of a child's condition
- Risk assessments are carried out by the class teacher
- Individual health care plans are monitored and reviewed and amended accordingly to meet a child's needs
- Transitional arrangements between schools are carried out effectively

Supporting a child with medical conditions during the school day is not sole responsibility of one person. The school will work in collaboration with any relevant person or agency to provide effective support for the child. This will include the governing body ensuring the policy is developed and implemented and that staff receive suitable training to effectively support children with medical conditions.

The school nurse is also responsible for notifying the school when a child has been identified as having a medical condition which requires support from the school. School staff may be asked to provide relevant support to pupils with medical conditions.

Any child with a medical condition requiring the administration of medication will be supported by the school through an individual health care plan. If this is not seen to be appropriate by the child's parents or a health care professional, then a record of the child's medical condition with any implications for the child will be agreed.

All relevant documentation and forms for parents to complete relating to a child's medical need is available from the school office.

Eldersfield Lawn CE Primary School Medicines Policy

Procedures for Auto Injectors

Staff receive training as part of their First Aid Course on how to use auto-injectors. It is the parents/carers responsibility to ensure that their child's autoinjector medication is up to date and that the school holds the most current information.

Auto-injectors will only be accepted in their original containers with the dispensary label in date and detailing the child's name. There should be two pens on site (one with the child and a spare which is held securely in the school office).

Copies of the care plans are also displayed in the classroom and office.



In the event of a child requiring the use of an auto-injector, this will be administered immediately by the closest member of staff or by the child if they have been trained to do so. An ambulance and the child's parents must be contacted. If an auto-injectors is used, a record will be made using the medicines slip and sent home/passed directly to the child's parent with the used pen for replacement.

The same process will apply for school outings and residential.

The child will carry their own pens with them throughout the visit.

The parent is responsible for ensuring that auto-injectors held by school are in-date



Eldersfield Lawn CE Primary School Medicines Policy continued

Procedures for Asthma

It is the parents/carers responsibility to ensure that their child's asthma medication is up to date and that the school holds the most current information. Prescribed asthma medication will only be accepted in its original container with the dispensary label detailing the child's name, the name of the medication and dosage. All asthma medication must be accompanied with a care plan. Parental consent is provided for a child to self-medicate and the children keep their inhalers with them in the classroom. They also have a spare inhaler stored in the medicine drawer in the office. Copies of consent and care plans will be kept in the main school office.



When an inhaler is used, a record will be made by the child's Teaching Assistant, Teacher, or lunchtime staff using the medicines slip and a copy sent home to the child's parent at the end of the day.



For outings and residential, pupils will carry their own inhaler and inform staff if they need to use it.

On return to school, the member of staff will record what medication has been taken/given using the blue medicines slip and a copy will be sent home for parents.

It is suggested that children bring a travel size inhaler for visits which is easier to carry around than a large volumiser. An emergency inhaler will also be taken on trips.