



# Supporting Students with Medical Conditions Policy

22 Music Academy

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Version: 1.0

## Introduction

22 Music Academy is committed to providing an inclusive educational environment where all students, including those with medical conditions, are supported to achieve their full potential. This policy outlines the procedures and principles for supporting students with medical conditions, ensuring compliance with UK law and Department for Education (DfE) guidance. The Academy recognises its duty to eliminate discrimination, promote equality of opportunity, and foster good relations between all students.

This policy applies to all staff, students, parents/carers, and external partners working with the Academy.

## Legal Framework

This policy is guided by the following UK legislation and government guidance:

- Children and Families Act 2014 – Section 100 places a duty on schools to make arrangements for supporting students with medical conditions.



- Equality Act 2010 – Requires schools to make reasonable adjustments to ensure students with disabilities or medical needs are not discriminated against.
- Supporting Pupils at School with Medical Conditions (DfE, December 2015) – Statutory guidance for governing bodies of maintained schools and proprietors of academies.

## Definitions

- Medical Condition: Any physical or mental health need requiring ongoing medical intervention, monitoring, or support in school (e.g., asthma, diabetes, epilepsy, allergies, mental health conditions).
- Individual Healthcare Plan (IHP): A document outlining the student's medical needs, required support, and emergency procedures.
- Parent/Carer: The person(s) with parental responsibility for the student.
- Academy Staff: All employees of 22 Music Academy, including teaching and support staff.
- Healthcare Professional: Medical personnel involved in the student's care (e.g., GP, school nurse, specialist).

## Roles and Responsibilities

- Governing Body: Ensures the policy is implemented and reviewed, and that arrangements are in place to support students with medical conditions.
- Principal: Oversees policy implementation and ensures staff are appropriately trained and supported.
- Designated Lead (Medical Needs Coordinator): Coordinates support for students with medical conditions, maintains IHPs, and liaises with staff, parents/carers, and healthcare professionals.



- Academy Staff: Understand their role in supporting students, follow procedures, and attend relevant training.
- Parents/Carers: Provide up-to-date information about their child's medical needs, participate in developing IHPs, and supply medication/equipment as required.
- Healthcare Professionals: Advise on medical needs, contribute to IHPs, and provide training where necessary.
- Students: Where appropriate, participate in decisions about their care and strive for self-management of their condition in line with their age and ability.

## Individual Healthcare Plans (IHPs)

IHPs will be developed collaboratively with parents/carers, students (where appropriate), and healthcare professionals for students with significant medical needs. Each plan will include:

- Details of the medical condition, symptoms, and triggers
- Required support and medication
- Emergency procedures
- Roles and responsibilities of staff, parents/carers, and healthcare professionals
- Confidentiality and information-sharing arrangements
- Review schedule (at least annually, or sooner if needs change)

IHPs are stored securely and shared only with relevant staff, in line with data protection requirements.



## Staff Training and Support

- All relevant staff will receive training to support students' medical needs, including specific training for complex conditions as required.
- Training will be delivered by healthcare professionals or accredited providers and refreshed regularly.
- Staff will have access to ongoing advice and support from the Medical Needs Coordinator and external agencies.

## Medication and Healthcare Procedures

- Medication will only be administered with written parental consent and in accordance with the student's IHP.
- All medication must be in-date, clearly labelled, and stored securely in a designated location accessible for emergencies.
- Staff administering medication will keep accurate records of administration (date, time, dose, staff signature).
- Procedures for managing and disposing of medication will be followed as advised by healthcare professionals.

## Communication and Partnership

- The Academy will work closely with parents/carers, students, and healthcare professionals to ensure effective communication and partnership working.
- Regular updates will be provided regarding the student's health, attendance, and progress.
- External agencies may be engaged for specialist advice and support as appropriate.



## Emergency Procedures

- Clear emergency protocols will be outlined in each IHP and communicated to all relevant staff.
- Emergency medication and equipment will be readily accessible at all times.
- Staff will be trained in emergency response, including the use of EpiPens, inhalers, or other specific actions as required.
- Parents/carers will be informed as soon as possible following any medical emergency involving their child.

## Absence and Reintegration

- The Academy will support students to minimise absence due to medical conditions, providing work and alternative arrangements where possible.
- On return from absence, reintegration plans will be developed collaboratively to ensure a smooth transition back to school.
- Support may include catch-up sessions, flexible timetables, or access to additional resources.

## Monitoring and Review

- This policy will be reviewed annually by the Governing Body or sooner if required by changes in legislation or guidance.
- Feedback from students, parents/carers, and staff will be sought to inform improvements.
- Records of support provided will be monitored to ensure effectiveness and compliance.



## Appendices

- Appendix 1: Individual Healthcare Plan Template
- Appendix 2: Parental Consent Form for Medication Administration
- Appendix 3: Staff Training Record Template
- Appendix 4: Useful Contacts and Resources

For further information or guidance, please contact the Medical Needs Coordinator at 22 Music Academy.