



St Mary's C E Primary School

Supporting Pupils with Medical Conditions Policy (2026)

"Live, Love and Learn together in the Light of the Life of Christ"

Rooted in Ephesians 5:8–11, 13–14

1. Purpose and Christian Vision

At St Mary's C.E. Primary School, we are committed to ensuring that every pupil with a medical condition — whether physical or mental health related — is fully supported to flourish academically, socially, emotionally and spiritually within our caring Christian community.

Inspired by our vision to "Live, Love and Learn together in the Light of the Life of Christ," we recognise the dignity, uniqueness and worth of every child. We are committed to removing barriers to participation so that pupils with medical conditions can fully access school life safely, confidently and inclusively.

This policy ensures that pupils with medical conditions:

- receive safe, effective, child-centred and person-centred support
- have full access to education, including educational visits, residential, clubs, worship and physical activities
- are treated equitably, with reasonable adjustments made where required
- are supported through culturally responsive, anti-racist and inclusive practice
- are safeguarded through clear systems, communication and oversight
- are enabled to develop independence and confidence appropriate to their age and stage of development

This policy should be read alongside the school's:

- Safeguarding and Child Protection Policy
- First Aid Policy
- SEND Policy
- Equality Policy
- Allergy Policy
- Attendance Policy
- Mental Health and Wellbeing Policy
- Educational Visits Policy

- Intimate Care Policy
- Complaints Policy

2. Scope

This policy applies to:

- all pupils with medical conditions, including short-term, long-term, chronic, fluctuating or complex conditions
- pupils with physical health needs and mental health needs that impact access to education
- all school activities on and off site
- breakfast club, after-school provision and extra-curricular activities
- educational visits and residential visits
- all staff, governors, volunteers, agency staff and external providers working within school

3. Legislative and Statutory Framework

This policy is underpinned by:

- Section 100 of the Children and Families Act 2014
- DfE statutory guidance: Supporting Pupils at School with Medical Conditions (2014, updated 2017)
- DfE consultation draft guidance relating to supporting children and young people with medical conditions and allergies (2026), which informs emerging best practice but does not replace current statutory guidance.
- Benedict's Law (Children's Wellbeing and Schools Act 2026) and associated Department for Education Allergy Safety Guidance. The school will comply with statutory requirements relating to allergy management, staff training, emergency medication, individual healthcare plans and allergy risk management.
- Equality Act 2010
- SEND Code of Practice (2015)
- Health and Safety at Work Act 1974
- Working Together to Safeguard Children (2026)
- Keeping Children Safe in Education (2026)
- Data Protection Act 2018 and UK GDPR
- Brent Local Authority Health and Safety and Medical Needs Guidance

St Mary's recognises that some medical conditions may constitute a disability under the Equality Act 2010. We will make reasonable adjustments to avoid pupils being placed at a substantial disadvantage.

4. Roles and Responsibilities

Governing Body

The Governing Body will:

- ensure arrangements are in place to support pupils with medical conditions
- approve and review this policy annually
- ensure compliance with statutory responsibilities
- monitor the effectiveness and equity of provision
- ensure appropriate staffing, training and resources are available
- appoint a named governor with oversight of medical conditions

The Governing Body will monitor:

- medical incidents and trends
- training compliance
- timeliness of Individual Healthcare Plan reviews
- participation in trips and enrichment activities
- equality and inclusion data
- parental concerns and complaints

Headteacher

The Headteacher will:

- ensure implementation of this policy
- ensure staff receive appropriate training and support
- ensure Individual Healthcare Plans (IHPs) are in place where required
- ensure effective safeguarding oversight
- ensure appropriate systems for recording, reporting and reviewing incidents
- ensure supply and temporary staff are appropriately informed of relevant medical needs

School Health Lead

The School Health Lead (Anisha Narane) will:

- coordinate and oversee medical provision across the school
- lead the development, implementation and review of IHPs
- liaise with parents/carers and healthcare professionals
- ensure staff receive condition-specific training
- oversee medication storage, administration and record-keeping
- monitor medical incidents and near misses
- support staff confidence and consistency in practice
- Designated Safeguarding Lead (DSL)

Designated Safeguarding Lead (DSL)

The DSL will:

- ensure safeguarding concerns linked to medical needs are identified and responded to appropriately
- ensure medical information informs safeguarding planning where relevant
- contribute to risk assessments and multi-agency planning
- oversee information sharing in line with safeguarding responsibilities

Class Teachers and Support Staff

Staff will:

- follow IHPs and emergency procedures
- administer medication only where trained and authorised
- record medication administration and medical incidents accurately
- promote inclusion and participation
- report concerns promptly to the Health Lead and DSL
- maintain appropriate confidentiality

Parents and Carers

Parents/carers are responsible for:

- providing accurate and up-to-date medical information
- supplying medication in original packaging with pharmacy labels
- ensuring medication is in date
- participating in IHP reviews
- informing the school promptly of any changes to medical needs

Pupils

Where appropriate, pupils will be encouraged to:

- contribute to discussions about their support needs
- develop understanding of their condition
- manage aspects of their condition independently where safe and appropriate
- communicate concerns or symptoms to trusted adults

5. Individual Healthcare Plans (IHPs)

An Individual Healthcare Plan (IHP) will be developed for pupils who:

- require medication or medical intervention during the school day
- have allergies requiring emergency response
- have long-term or complex medical conditions
- require reasonable adjustments under the Equality Act
- have medical needs affecting attendance, wellbeing or participation

IHPs are developed collaboratively with parents/carers, healthcare professionals and, where appropriate, the pupil.

IHPs may include:

- diagnosis and medical information
- triggers, symptoms and risk factors
- medication and dosage
- storage and administration arrangements
- emergency procedures
- dietary or environmental considerations
- roles and responsibilities
- arrangements for trips, sport and enrichment activities
- cultural, linguistic or religious considerations
- links to safeguarding, SEND or Early Help plans where relevant

IHPs will be:

- reviewed at least annually
- updated immediately where needs change
- securely shared with relevant staff on a need-to-know basis

6. Allergy Safety

St Mary's CE Primary School recognises that allergies can be life-threatening and will take all reasonable steps to reduce the risk of exposure to allergens and ensure effective emergency responses.

The school will:

- Maintain an up-to-date register of pupils with diagnosed allergies.
- Ensure Individual Healthcare Plans are in place for pupils with significant allergies.
- Provide appropriate allergy awareness and emergency response training for staff.
- Hold emergency adrenaline auto-injectors in accordance with Department for Education guidance.
- Ensure allergy information is shared appropriately with relevant staff.
- Assess allergy risks for educational visits, clubs and enrichment activities.
- Record, review and learn from allergy incidents and near misses.

The Headteacher will designate a senior member of staff to oversee allergy safety arrangements across the school.

6. Transition Arrangements

The school recognises that transition points can present additional challenges for pupils with medical conditions.

Effective transition planning will take place:

- when pupils join the school
- between year groups and key stages
- when moving to secondary school
- following periods of absence or hospitalisation

Relevant information will be shared securely and in a timely manner with receiving staff and settings.

7. Allergy Procedures

Key expectations include:

- IHPs for pupils with significant allergies
- clear emergency response procedures
- staff training in allergy awareness and use of adrenaline auto-injectors (AAIs)

- spare AAls held in school where permitted
- appropriate risk assessment for food-related activities
- culturally responsive approaches to food practices and communication
- regular review of allergy procedures and incidents

This section should be read alongside the First Aid and Allergy Policies.

8. Medication and First Aid

Medication will only be administered where written parental consent has been provided.

The school will ensure that:

- medication is supplied in original packaging with clear dosage instructions
- emergency medication is stored in clearly labelled, secure but accessible locations
- emergency medication, including inhalers, adrenaline auto-injectors and other life-saving medication, will be readily available at all times and not locked away if this would delay access in an emergency
- expiry dates are monitored regularly
- appropriate backup medication arrangements are in place
- only trained and authorised staff administer medication
- all medication administration is recorded
- pupils able to self-medicate safely are appropriately supported

First aid arrangements operate in line with statutory requirements and the school's First Aid Policy.

9. Emergencies and Incident Response

Emergency procedures are detailed within individual IHPs and communicated to relevant staff.

In the event of a medical emergency:

- staff will follow the agreed emergency procedure
- emergency services will be contacted where necessary
- parents/carers will be informed as soon as possible
- incidents will be recorded appropriately

Significant incidents and near misses:

- are recorded on CPOMS and the school medical log
- are reviewed by the Health Lead and DSL
- may trigger review of risk assessments or IHPs
- may require reporting under Brent Local Authority health and safety procedures
- inform future training and practice improvements

10. Safeguarding Links

The school recognises that medical needs may sometimes be indicators of wider safeguarding concerns, including:

- neglect
- fabricated or induced illness
- unmet health needs
- emotional or physical harm
- mental health concerns
- barriers to attendance or inclusion

The DSL will ensure that:

- medical concerns are considered within safeguarding processes
- information is shared appropriately and proportionately
- medical needs are considered within Early Help, Child in Need or Child Protection planning where relevant

This policy must be read alongside the Safeguarding and Child Protection Policy.

11. Attendance and Inclusion

The school recognises that medical conditions may affect attendance, punctuality and participation.

We are committed to:

- using supportive and non-punitive approaches
- enabling pupils to maintain connection with learning during periods of absence where appropriate
- working collaboratively with families and professionals to reduce barriers to attendance
- ensuring pupils are not disadvantaged because of medical needs

St Mary's will make all reasonable adjustments necessary to enable pupils with medical conditions to participate fully in educational visits, physical activity and the wider life of the school. Decisions to limit participation will only be taken where supported by appropriate medical advice or a risk assessment. Where a pupil's medical condition constitutes a disability under the Equality Act 2010, the school will ensure that appropriate adjustments are implemented, monitored and reviewed regularly in consultation with parents, carers and relevant professionals.

12. Anti-Racist and Inclusive Practice

St Mary's is committed to being an actively anti-racist and inclusive school community.

We will ensure that:

- medical information is accessible through translations, visuals or interpreters where needed
- cultural beliefs and practices relating to health and care are respected
- provision is reviewed for equitable access and outcomes
- discriminatory assumptions or barriers are challenged
- data is monitored to identify patterns of inequality
- action is taken where disparities are identified

13. Training and Awareness

The school will ensure staff receive:

- induction training on supporting pupils with medical conditions
- regular refresher training
- condition-specific training where required
- allergy awareness and emergency response training
- training in culturally responsive and anti-racist practice
- safeguarding training relating to medical vulnerability

At least one appropriately trained member of staff will always be available on site during the school day and educational visits.

Relevant medical information will be shared appropriately with temporary, agency and supply staff.

14. Off-Site Activities and Extended Services

Risk assessments for educational visits and extended provision will include consideration of:

- medical needs
- medication storage and transport
- emergency procedures
- staff training requirements
- accessibility and inclusion
- cultural and linguistic considerations

The school will work proactively to ensure pupils with medical conditions can participate safely and fully in all activities.

15. Record-Keeping, Confidentiality and Information Sharing

The school maintains accurate records relating to:

- Individual Healthcare Plans
- medication administration
- medical incidents and near misses
- staff training
- communication with parents and professionals

Records are stored securely in accordance with UK GDPR and data protection requirements.

Parental consent for sharing medical information will normally be obtained. However, information may be shared without consent where necessary to safeguard a child or manage an emergency situation.

16. Unacceptable Practice

The school will not:

- prevent pupils from accessing prescribed medication
- assume all pupils with the same condition require identical support
- ignore medical needs because of attendance, behaviour or attainment concerns
- routinely send pupils home unnecessarily
- exclude pupils from activities without appropriate risk assessment
- require parents/carers to attend school to administer medication where this forms part of agreed provision

- penalise pupils for absences related to validated medical needs
- tolerate bullying, stigma or discrimination linked to medical conditions

17. Complaints Procedure

The school aims to resolve concerns promptly, sensitively and collaboratively.

Parents/carers should:

1. raise concerns initially with the School Health Lead
2. escalate unresolved concerns to the Headteacher
3. follow the school's formal Complaints Policy if concerns remain unresolved

Complaints relating to safeguarding or discrimination will be managed in accordance with the Safeguarding Policy, Equality Policy and statutory procedures.

Parents/carers may also seek advice or support from:

- Brent Local Authority
- NHS professionals involved in the child's care
- the Department for Education where appropriate

18. Monitoring, Evaluation and Review

This policy will be reviewed:

- annually
- following significant incidents
- when statutory guidance changes
- following relevant safeguarding or health and safety reviews

The Governing Body will evaluate:

- compliance with statutory responsibilities
- effectiveness of training
- inclusion and equality of provision
- pupil participation and wellbeing
- feedback from pupils, families and staff
- incident trends and lessons learned

Approved by Governing Body: September 2026

Review Cycle: Annual
Next Review Due: September 2027