



# Appendix to Supporting Students with Medical Conditions policy July 2021

*Office use*

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<b>Associated documents:</b>			
<ul style="list-style-type: none"><li>Health and Safety policy including academy trips within and outside the UK</li></ul>		<ul style="list-style-type: none"><li>Health and Safety Executive (HSE) guidance on academy trips</li><li>Complaints Policy</li></ul>	
<b>Links to:</b>			
<ul style="list-style-type: none"><li>Section 100 of the Children and Families Act 2014 to support students with medical conditions</li><li>The Equality Act 2010.</li><li>Special Educational Needs and Disability (SEND) Code of Practice 0-25 years January 2015.</li><li><a href="https://www.diverseacademies.org.uk/wp-content/uploads/sites/25/2018/08/Medical-Conditions-Policy.pdf">https://www.diverseacademies.org.uk/wp-content/uploads/sites/25/2018/08/Medical-Conditions-Policy.pdf</a></li></ul>		<ul style="list-style-type: none"><li>Section 10 of the Children Act 2004</li><li>Control of Substances Hazardous to Health Regulations 2002 (COSHH)</li><li>DFES Managing Medicines in Academy report (1448-2005)</li></ul>	



## Contents

1. Policy statement and introduction .....	3
2. Scope and purpose.....	3
3. Responsibility for implementing the policy.....	3
4. Roles and responsibility .....	3
5. Managing medicines on academy premises.....	3
6. Safety management.....	3
7. Disposal of medicines .....	3
8. Defibrillator .....	4
9. Refusing medicine .....	4
10. Staff administering medicine.....	4
11. Safe storage of medicines .....	4
12. Details of storage area and staff administering medication.....	4
13. Procedures for managing prescription medicines which need to be taken during the academy day .....	4
14. Record keeping .....	5
15. Emergency procedures .....	5
16. Day trips, residential visits and sporting activities .....	5
17. Complaints .....	5
18. Review of the policy .....	5

## **1. Policy statement and introduction**

East Leake Academy (ELA) follows all aspects set out in the Diverse Academies policy.

## **2. Scope and purpose**

ELA follows all aspects set out in the Diverse Academies policy.

## **3. Responsibility for implementing the policy**

ELA follows all aspects set out in the Diverse Academies policy.

## **4. Roles and responsibility**

ELA follows all aspects set out in the Diverse Academies policy.

Named person/s: Mrs C Baxter, Mrs V Arnone-Youlton, Coordinator.

Staffing training: Mr R Jones.

## **5. Managing medicines on academy premises**

ELA follows all aspects set out in the Diverse Academies policy.

### 5.9 Epipens

- a. Epipens will be secured in a locked filing cabinet in First Aid Room.

### 5.10 Insulin Pens

Blood sugar testing can be carried out in the Nurses office located in First Aid Room.

## **6. Safety management**

ELA follows all aspects set out in the Diverse Academies policy.

## **7. Disposal of medicines**

ELA follows all aspects set out in the Diverse Academies policy.

## **8. Defibrillator**

ELA follows all aspects set out in the Diverse Academies policy.

## **9. Refusing medicine**

ELA follows all aspects set out in the Diverse Academies policy.

## **10. Staff administering medicine**

ELA follows all aspects set out in the Diverse Academies policy.

## **11. Safe storage of medicines**

ELA follows all aspects set out in the Diverse Academies policy.

11.1 Medicines will be stored in accordance to the product instructions and in the original container in which dispensed. Medicines will be stored in a locked filing cabinet in the First Aid room.

## **12. Details of storage area and staff administering medication**

ELA follows all aspects set out in the Diverse Academies policy.

Storage: Medicines will be stored in a locked filing cabinet in the First Aid room

Administration: Mrs V Arnone-Youlton.

## **13. Procedures for managing prescription medicines which need to be taken during the academy day**

ELA follows all aspects set out in the Diverse Academies policy.

#### **14. Record keeping**

ELA follows all aspects set out in the Diverse Academies policy.

#### **15. Emergency procedures**

ELA follows all aspects set out in the Diverse Academies policy.

#### **16. Day trips, residential visits and sporting activities**

ELA follows all aspects set out in the Diverse Academies policy.

#### **17. Complaints**

ELA follows all aspects set out in the Diverse Academies policy.

#### **18. Review of the policy**

ELA follows all aspects set out in the Diverse Academies policy.