Learners with Medical Conditions Policy

POLICY APPROVAL

Approval Required	Indicate with a tick (✓)		**Annual Review Required**	Indicate with a tick (✓)	
	Yes ✓	No		Yes ✓	No
Approval Panel	Loren Janes				
Approved by	Name: Loren Janes		Signature:	Date: November 25	
Policy Review Date	November 2026				
Policy Writer/s:	Charlotte Manford				

Purpose and Aim

Futures Changing Ltd is committed to supporting learners with medical conditions so that they can participate fully in education, achieve their potential, and remain safe and healthy while at the centre. This policy aims to ensure:

- Learners with medical conditions receive appropriate care and support.
- Staff understand their responsibilities regarding learners' medical needs.
- Communication between parents, learners, staff, and healthcare professionals is effective.
- Inclusion, equality, and safeguarding considerations are maintained.

This policy aligns with:

- KCSIE 2025
- SEND Code of Practice
- Health and Safety at Work Act 1974
- Equality Act 2010
- DfE Guidance: Supporting Pupils with Medical Conditions 2023
- Ofsted Education Inspection Framework 2024

Scope

This policy applies to all learners with:

- Short- or long-term medical conditions, including chronic illnesses.
- Allergies, asthma, diabetes, epilepsy, or other conditions requiring ongoing management.
- Mental health conditions that may require support during learning.

It applies to all staff, agency staff, volunteers, and contractors involved in learner care or supervision.

Admissions and Information Sharing

- At enrolment or referral (including ECC referrals), parents and carers must provide full medical information about the learner, including details of diagnoses, medication, care plans, and emergency procedures.
- This information will be shared with staff on a need-to-know basis, ensuring confidentiality and compliance with data protection legislation.
- For learners with SEND, their medical needs will be considered alongside EHCPs or Individual Support Plans (ISPs) to ensure holistic planning.

Individual Healthcare Plans (IHPs)

- For learners with ongoing or complex medical needs, an Individual Healthcare Plan (IHP) will be created in partnership with parents, the learner, healthcare professionals, and key staff.
- IHPs detail:
    - Medical condition(s) and symptoms
    - Required medication and administration instructions
    - Daily support or adjustments needed
    - Emergency procedures
    - Staff responsible for support
    - Communication and review arrangements
- IHPs will be reviewed at least annually or sooner if medical needs change.

Staff Responsibilities

- All staff have a duty to follow IHPs and support learners as required.
- Staff will receive training in:
  - Specific medical needs of learners in their care
  - Administration of medication where appropriate
  - Emergency procedures, including CPR, use of EpiPens, or rescue medication
  - Recognising signs of medical deterioration
- Only trained staff may administer medication, and all administration must be recorded.
- Staff must ensure that medical equipment (e.g., inhalers, epinephrine pens, diabetes monitoring devices) is stored safely, accessible, and regularly checked.

Emergency Procedures

- Emergency procedures for each medical condition will be clearly outlined in the IHP.
- In the event of an emergency:
  - Staff must follow the learner's IHP and call emergency services if required.
  - Parents/carers must be contacted immediately.
  - A written report of the incident will be recorded and shared with relevant staff and the DSL if appropriate.

Supporting Learners at the Centre

- Learners are supported to participate fully in all activities, including off-site visits, sports, and practical sessions, with reasonable adjustments as required.
- Risk assessments will consider medical needs to ensure safety without unnecessarily restricting participation.
- Learners are encouraged to manage their condition independently where appropriate, with staff guidance and support.

Parental Engagement and Communication

- Parents are key partners in managing medical conditions and must provide up-to-date information.
- Parents are informed about:
  - Changes in the learner's health needs
  - Medication administration policies
  - Any incidents or emergencies
- Staff maintain regular communication with parents to ensure ongoing support and updates to IHPs.

Confidentiality and Data Protection

- All medical information is handled in accordance with GDPR and Futures Changing Ltd.'s confidentiality policies.
- Information is shared on a need-to-know basis with staff responsible for supporting the learner and, where necessary, external professionals (e.g., healthcare providers, ECC support teams).

Inclusion, Equality, and Safeguarding

- Futures Changing Ltd ensures learners with medical conditions are not discriminated against and have equal access to education and activities.
- Safeguarding responsibilities apply fully; staff must be alert to medical issues that may impact the learner's wellbeing or safety.
- Reasonable adjustments are made to accommodate learners' medical needs while maintaining a safe and inclusive environment.

Training and Monitoring

- All relevant staff receive annual refresher training for supporting learners with medical conditions.
- Records of staff training, incidents, and medication administration are maintained.
- The policy, IHPs, and procedures are reviewed annually or sooner if legislation, guidance, or learner needs change.

Related Policies

- Safeguarding & Child Protection Policy
- Equity, Diversity & Inclusion Policy
- Health & Safety Policy
- Behaviour & Anti Bullying Policy
- Confidentiality & Data Protection Policy