



PYRAMID
SCHOOLS TRUST

Working in partnership, so future generations achieve, belong and contribute

Supporting Students with Medical Conditions Policy

Edition 5: 18/03/2026

Document Control		
Edition	Issued	Changes from previous
1	28/03/2022	New policy, Approved by the Board of Trustees
2	14/03/2023	No changes. Approved by the Board of Trustees
3	13/03/2024	Rewrite Approved by the Board of Trustees
4	20/03/2025	No changes Approved by the Board of Trustees
5	18/03/2026	No Changes

Review Cycle: Annually

Review Date: March 2027

1. Introduction

This policy is written to comply with the DfE April 2014 Statutory Guidance for Local Authorities called “Supporting Pupils at School with Medical Conditions”, which should be read alongside this policy.

Many medical conditions that require support at school will affect quality of life and may be life-threatening. Some will be more obvious than others. Academies will therefore focus on the needs of each individual child and how their medical condition impacts on their school life.

Academies will ensure arrangements work together with parents and students to understand how medical conditions impact on a student’s ability to learn and then put in place effective support that parents and students have confidence in.

Academies will work closely with the Central Bedfordshire Medical Needs Service in order to support students (with the exception of those in the Sixth Form) who are unable to attend school on a regular basis.

2. Aim

The aim of this policy is to ensure that all children with medical conditions, in terms of both physical and mental health, are properly supported in school so that they can play a full and active role in school life, remain healthy and achieve their academic potential.

Academies will ensure that arrangements are in place to support pupils with medical conditions so that such children can access and enjoy the same opportunities at school as any other child.

3. Responsibilities

The Pyramid Schools Trust Governing Board will:

- Ensure that a suitable policy is in place and that appropriate provision is made for students.
- Ensure that staff members across all academies receive appropriate training and are aware of how to support pupils with medical conditions.
- Promote accessibility and inclusion for pupils with medical conditions, ensuring that they have equal opportunities to participate in educational activities and access support services within the academies.

Headteachers will:

- Implement policies and procedures related to supporting pupils with medical needs conditions, in line with statutory guidance.
- Ensure that all staff members, including teachers, support staff, and administrative personnel, receive appropriate training and information about supporting pupils with medical conditions.

Individual academies will:

- Update staff on key issues.
- Monitor staff are implementing the policy effectively
- Liaise with outside agencies and families as required.
- Assess and manage risks associated with supporting pupils with medical conditions.
- Implement appropriate safety measures, ensuring access to necessary medical equipment, and developing contingency plans for emergencies.

Within academies, nominated staff will:

- Monitor attendance and make recommendations as appropriate.
- Collaborate and communication with parents, healthcare professionals, and school staff to ensure that the needs of pupils with medical conditions are understood and effectively supported

4. Partnership Working

Partnership working between school staff, healthcare professionals (and where appropriate, social care professionals), local authorities, and parents and students will be critical. All school staff will work collaboratively with other agencies and professionals to ensure the aims of this policy are met. In most instances, any adjustments in school and referrals to other provisions will be dependent on a referral from a paediatrician or specialist consultant.

5. Procedure to be followed when notification is received that a pupil has a medical condition

- When the school is informed that a student has a medical condition by a paediatrician or consultant, the nominated member of staff will liaise as appropriate with parents, health professionals and the student to identify the educational needs arising from the medical condition.
- The nominated member of staff will manage educational provision within school, making adjustments and coordinating support within the resources of the school and DFE guidance. Any adjustments made to full time education provision, should be short term with the student returning to full time provision as soon as possible. This plan should be submitted through 'Provision Monitoring' to alert CBC of the arrangement and review timetable.

- If appropriate, the nominated member of staff will ensure that an Individual Healthcare Plan (IHP) is put in place. IHPs must be reviewed at least annually or earlier if evidence is presented that the child's needs have changed.
- When it is clear from the paediatrician or consultant information that the student will be away from school for an extended period of time (15 days or more, whether consecutive or cumulative), the nominated member of staff will refer the student to the Central Bedfordshire Medical Needs Service as required and monitor and liaise with regular review meetings.

6. Supporting Students with Medical Needs

The overriding principle is that students with medical conditions should be supported to engage fully in every aspect of school life, guided by agreed plans, including Individual Health Plans. In particular:

- After discussion with parents, children aged 13 and above, who are competent, should be encouraged to take responsibility for managing their own medicines and procedures. This should be reflected within individual healthcare plans.
- Wherever possible, and where health plans are in place, children aged 13 and above should be allowed to carry their own medicines and relevant devices or should be able to access their medicines for self-medication quickly and easily. Children aged 13 and above who can take their medicines themselves or manage procedures may require an appropriate level of supervision. If it is not appropriate for a child to self-manage, then relevant staff should help to administer medicines and manage procedures for them.
- For children under 13, parents will work closely with the school to ensure that the child's medical needs are met during school hours. School staff, including teachers, school nurses, and administrative personnel, may be involved in administering medicines and managing procedures for younger children under 13.
- Parents or caregivers must provide consent for the administration of medicines and procedures at school. They also communicate important information about the child's medical condition, treatment plan, and any changes in medication or procedures to school staff.
- Should an emergency occur related to any student's medical condition the school's procedures for First Aid will operate. If an Individual Health Plan is in place it should clearly define what constitutes an emergency, if appropriate for the condition, and explain what to do should this occur, including ensuring that all relevant staff are aware of emergency symptoms and procedures.
- If a child needs to be taken to hospital, staff should stay with the child until the parent arrives, or accompany a child taken to hospital by ambulance.
- The school will actively support students with medical conditions to participate in school trips and visits, or in sporting activities unless this puts the child at risk. Teachers should apply flexibility for all children to participate according to their own abilities and with any reasonable adjustments. These adjustments will be

documented in a risk assessment in accordance with the school's policy on trips and visits.

7. Training

Individual members of school staff with responsibility to support children with medical conditions receive sufficient and suitable training and achieve the necessary level of competency before they take on the role. Specifically:

- Training will also be provided on an annual basis to ensure that all members of school staff know what to do and respond accordingly when they become aware that a student with a medical condition needs help. This is also likely to be linked to students with identified medical needs.
- Where appropriate, specific training needs will be identified at the time of the creation of an IHP.
- The relevant healthcare professional should normally lead on identifying and agreeing with the school, the type and level of training required, and how this can be obtained.
- Training should be carried out before this specific support is provided.

Staff must not give prescription medicines or undertake health care procedures without appropriate training (updated to reflect any individual healthcare plans). Note that a first-aid certificate does not constitute appropriate training in supporting children with medical conditions.

8. Complaints

Should parents or pupils be dissatisfied with the support provided they should discuss their concerns directly with the school. The procedures set out in the school's Complaints Policy should be followed.

Procedures within our Schools

Please see the websites of the individual schools in the Pyramid Schools Trust for their procedures::

Arnold Academy:	https://www.arnoldacademy.org.uk/
Beecroft Academy	https://beecroftacademy.co.uk/
Brooklands Middle School	https://www.brooklandsschool.co.uk/
Harlington Upper School:	https://www.harlington.org/
Parkfields Middle School:	https://www.parkfieldsschool.co.uk/
Harlington Lower School:	https://www.harlingtonlower.co.uk/
Ramsey Manor Lower School:	https://www.ramseymanor.co.uk/
Sundon Lower School:	https://www.sundonlower.co.uk/
Westoning Lower School:	https://www.westoning.org/
Redborne Upper School:	https://www.redbornecommunitycollege.com/

