



Healthcare Needs Policy

1. Introduction

This policy sets out how the school supports pupils with healthcare needs to ensure they have full and inclusive access to education. It is written in accordance with Welsh Government statutory guidance **Supporting Learners with Healthcare Needs (Guidance Document 215/2017)**. [gov.wales]

All pupils have the right to a safe, supportive and inclusive education, and the school is committed to working collaboratively with families, healthcare professionals, and local authority partners in meeting healthcare needs.

2. Aims of the Policy

- To ensure pupils with healthcare needs are fully supported so they can access the same educational opportunities as their peers, including trips, clubs, and physical activities. [cardiffedu...ices.co.uk]
 - To establish clear roles, responsibilities, and procedures for supporting healthcare needs.
 - To comply with legislative duties under the **Education Act 2002**, **Children Act 2004**, and **Equality Act 2010**, ensuring safeguarding, welfare, health, and equality for all pupils. [stilltydpr...hool.co.uk]
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3. Legal and Statutory Framework

This policy is guided by:

- **Supporting Learners with Healthcare Needs – Welsh Government Guidance (2017)** [gov.wales]
- **Education Act 2002 (Section 175)** – duty to safeguard and promote welfare. [stilltydpr...hool.co.uk]
- **Children Act 2004 (Section 25)** – promotion of wellbeing. [stilltydpr...hool.co.uk]

- **Equality Act 2010** – duty to make reasonable adjustments for disabled learners. [\[swansea.gov.uk\]](http://swansea.gov.uk)
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4. Key Principles

The school is committed to:

- Providing full access to education for learners with healthcare needs, including off-site visits and physical education. [\[swansea.gov.uk\]](http://swansea.gov.uk)
 - Promoting inclusion and participation in all aspects of school life.
 - Ensuring staff receive appropriate training and feel confident managing pupils' healthcare needs. [\[ypant.co.uk\]](http://ypant.co.uk)
 - Encouraging pupils to take age-appropriate responsibility for their own healthcare needs where possible. [\[ypant.co.uk\]](http://ypant.co.uk)
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5. Roles and Responsibilities

5.1 Governing Body

The governing body will:

- Ensure arrangements are in place to support learners with healthcare needs.
- Monitor implementation and compliance with statutory guidance.
- Ensure the policy is reviewed annually and available online. [\[cardiffedu...ices.co.uk\]](http://cardiffedu...ices.co.uk)

5.2 Headteacher

Responsible for:

- Overseeing the implementation of the policy.
- Ensuring staff are trained to support individual pupils' healthcare needs.
- Ensuring risk assessments are carried out for pupils who require them (e.g., medical procedures, trips). [\[cardiffedu...ices.co.uk\]](http://cardiffedu...ices.co.uk)

5.3 School Staff

Staff must:

- Follow agreed procedures for managing and administering medication.

- Share relevant information with appropriate colleagues lawfully and sensitively. [\[gov.wales\]](http://gov.wales)
- Support pupils according to their Individual Healthcare Plans (IHPs).

5.4 Parents/Carers

Parents are expected to:

- Provide up-to-date information about their child's healthcare needs.
- Supply medication and equipment in original, labelled packaging.
- Participate in the creation and review of the IHP.

5.5 Healthcare Professionals

Healthcare professionals will:

- Provide medical advice and training to staff where required.
 - Support in preparing IHPs. [\[gov.wales\]](http://gov.wales)
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6. Individual Healthcare Plans (IHPs)

IHPs will be developed for pupils with significant or ongoing healthcare needs. Plans must include:

- Medical condition and its impact on the learner.
- Medication, dosage, storage, and administration requirements.
- Emergency procedures.
- Roles and responsibilities of staff and family.
- Review schedule.

Templates and guidance are based on Welsh Government documentation.

[\[ypant.co.uk\]](http://ypant.co.uk)

7. Managing and Administering Medication

- Medication will only be administered when written parental consent is provided.
- Medicines must be in original containers, clearly labelled with the pupil's name and dosage instructions.
- A log of administered medication will be maintained.

- Controlled drugs will be stored securely and administered by trained staff only.
 - Self-administration will be supported when appropriate. [\[gov.wales\]](#)
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8. Emergency Procedures

- All staff must be familiar with emergency procedures outlined in a pupil's IHP.
 - Emergency medication (e.g., inhalers, EpiPens) should be easily accessible.
 - Staff will receive appropriate emergency response training. [\[gov.wales\]](#)
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9. Storage of Medication and Equipment

- Medication will be stored in a safe, secure location with appropriate access for trained staff.
 - Refrigerated medication will be stored in a clearly marked container.
 - Expiry dates will be monitored with support from parents.
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10. Inclusion, Participation and School Activities

The school will ensure:

- Reasonable adjustments for pupils with healthcare needs under the Equality Act 2010. [\[swansea.gov.uk\]](#)
 - Full inclusion in trips and off-site activities through risk assessments and planning.
 - Adaptations to PE or physical activities as necessary.
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11. Staff Training

- Training will be provided for staff required to support specific medical conditions.
 - The school will maintain records of all completed training.
 - Staff will not be asked to administer healthcare procedures for which they are not trained. [\[gov.wales\]](#)
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12. Confidentiality and Information Sharing

- Information about pupils' healthcare needs will be treated sensitively.
 - Disclosure will follow data protection requirements and be shared only with relevant staff. [gov.wales]
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13. Reviewing the Policy

This policy will be reviewed annually or earlier if:

- Guidance is updated,
- A significant incident occurs, or
- There are major changes in school practices.

Reviews will also consider the Welsh Government requirement for continuous reflection and improvement. [swansea.gov.uk]

14. Complaints Procedure

Complaints about healthcare provision should follow the school's standard complaints procedure. If concerns remain unresolved, guidance states they may be escalated to the local authority.