

## **South Otterington Church of England Primary School Medical Needs Policy**

South Otterington School has the responsibility to ensure that pupils who are absent from school because of their medical needs have the educational support they need to maintain their education. Good communication and cooperation between the school, home, medical professionals and the Local Authority are essential if good quality education is to be provided. The school's policy reflects the statutory guidance 'Access to Education for Children and Young People with Medical Needs' 0732/2001.

The key aims of the policy are:

- The early identification of pupils' medical needs and to ensure that prompt action is taken
- To provide continuity of high quality education, so far as the medical condition or illness allows
- To reduce the risk of lowering self-confidence and educational achievement
- To establish effective liaison and collaboration with all concerned in ensuring that pupils with medical needs have access to education
- Successful reintegration into school for pupils with long term or recurring illness or medical conditions

The SENCO will:

- Ensure that there is effective communication with other parties
- Attend, or ensure attendance at planning meetings and reviews
- Maintain, or ensure that communication is maintained generally between the pupil and the school, especially with regard to activities and social events that may enable the pupil to keep in touch with peers

The management structures and staff responsibilities for ensuring that pupils with medical needs have access to education are as follows:

- Review policy annually
- Monitor attendance of all pupils with medical conditions and for absences of 15 working days or less, that are not part of a pattern of a recurring illness, liaise with the pupil's parents to provide homework as soon as the pupil is able to cope with it and ensure continuity of learning.
- Liaise with the Education Social Work Service regarding all pupils expected to be absent from school for 15 working days or more (including time in hospital) and make a referral as soon as possible to the Local Authority for support in making educational provision for the pupil
- Co-ordinate with the Local Authority the education provision from the **first day** of absence for pupils who have disrupted patterns of attendance due to recurring illness or chronic conditions
- Ensure that where a referral is made to the Local Authority, the REOTAS Service has access to the planning and assessments in all national curriculum subjects which the pupil is studying within 5 working days and work programmes on a termly basis where appropriate
- Liaise with the designated home tutor or REOTAS Co-ordinator regarding the action plan as agreed at planning and review meeting
- Make available to the REOTAS Service, Individual Education Plans, Personal Education Plans and Health Care Plans where appropriate
- Supply hospital teachers with background information on the child or young person and liaise to ensure that work set at an appropriate level for long and recurring admissions to hospital
- Monitor provision, progress and reintegration arrangements
- Ensure that pupils not able to attend school because of medical needs have access to public examinations
- Ensure that views of pupils and their parents/carers are taken into account

- Ensure that arrangements are in place to comply with procedures set out in the SEN Code of Practice where applicable
- Promote equality of opportunity for pupils with medical needs having due regard for their duties under the DDA Act
- Ensure that arrangements are made for intimate care of pupils as appropriate. Staff to complete an Intimate Personal Care Plan (See Managing the health care needs of children and young people Oct 2008 - Section 3) and a PEEP (Personal Emergency Evacuation Plan – available from HANDS).

Spring 2012  
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