



Core Creative Education CIC

CCE028 Medical Conditions Policy

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1. Introduction

Core Creative Education (CoRE) is committed to providing inclusive education for all students, including those with medical conditions. This policy outlines:

- Roles and responsibilities of staff, pupils, and parents.
- Procedures for emergencies.
- Guidelines for administering medication and supporting pupils with medical needs.

2. Inclusivity

- CoRE welcomes and supports pupils with medical conditions, providing equal access to activities where reasonable adjustments can be made.
- No child will be denied admission or prevented from taking up a place due to their medical needs. Children with physical disabilities or mobility issues will be assessed individually, considering site limitations.
- CoRE values the views of pupils and parents and ensures confidence in the care provided.
- Staff are trained to understand medical conditions, potential severity, impact on learning, and emergency procedures.
- CoRE recognises that pupils with the same medical condition may have different needs. *CoRE recognises that many students attending Alternative Provision have SEND and that medical conditions may interact with learning needs, communication differences, sensory processing and emotional regulation. Support will therefore be individualised and reviewed regularly.*
- Policy aligns with ~~the Children and Families Act 2014 (England), Equality Act 2010 (England, Wales, Scotland), and Disability Discrimination Act 1995 (Northern Ireland).~~ *This policy aligns with the Children and Families Act 2014, Equality Act 2010 and current Department for Education guidance on supporting pupils with medical conditions at school.*

3. Key Stakeholders

- Pupils, parents/carers, staff, first aiders, assistant and education managers, the director, and local health services.

4. Communication Plan

- The policy is communicated clearly to staff, parents, and external stakeholders.
- Pupils, parents, healthcare professionals, and other relevant parties are informed of and reminded about the medical policy via appropriate communication channels.



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5. Individual Health Care Plans (IHPs)

- All pupils with medical conditions must have an IHP.
- IHPs detail the care a child needs, when it is required, and who will provide it.
- IHPs describe how the condition may affect learning, behaviour, or participation.
- IHPs are developed with input from the pupil (where appropriate), parents/carers, staff, and healthcare professionals.
- IHPs are regularly reviewed, at least annually or when needs change.

6. Emergency Training and Procedures

- All staff are trained in emergency procedures specific to pupils with medical conditions and refresh training at least annually.
- IHPs outline emergency support required and accompany pupils to hospital if necessary. Parental permission for sharing IHPs in emergency settings is recorded.
- In emergencies requiring hospitalisation, a staff member known to the pupil will stay until a parent arrives; pupils are never transported in staff vehicles.
- All staff are familiar with CoRE's general emergency procedures.

7. Administering Medication and Medication Storage

- *The administration, recording and storage of medication will also be undertaken in accordance with CoRE's Administration of Medication Policy.*
- Medication and care must follow the IHP.
- More than one staff member is trained to administer medication and meet care needs, ensuring coverage for absences or staff turnover.
- Written parental consent is required for administering prescription or non-prescription medication to pupils under 16, except in exceptional circumstances.
- Dosages and timing of medication are checked before administration; parents are informed. Aspirin is only given if prescribed.
- Staff accompany pupils with medical needs on off-site visits, ensuring emergency medication is accessible.
- Pupils may carry their own emergency medication if appropriate. Controlled drugs are securely stored, and only trained staff may administer them.
- Medication is stored safely, labelled, and in-date. Insulin is stored in pens or pumps as supplied.



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- Parents must provide up-to-date medication at the start of each term and collect remaining medication at the end.
- Sharps are securely stored, transported with pupils on off-site visits, and disposed of according to local policy.

8. Record Keeping

- Medical information is collected on enrolment forms.
- IHPs document individual care needs and are accessible to relevant staff.
- Confidentiality is maintained; parental consent is required for sharing information.
Medical information will only be shared on a need-to-know basis unless wider sharing is necessary to protect the safety or welfare of a child.
- A centralised IHP register is maintained by a designated staff member.

9. Minimising the Risk of Common Triggers

- CoRE identifies triggers that may exacerbate medical conditions or cause emergencies and actively works to reduce them.
- Staff are trained to recognise triggers and manage risks.
- IHPs specify individual triggers and measures to ensure pupil safety.
- All activities undergo risk assessment considering medical needs.
- Medical incidents are reviewed, and policies updated as necessary.

10. Roles and Responsibilities

- Staff, parents, pupils, and healthcare professionals collaborate to implement and maintain the policy effectively.
- CoRE ensures continuity of care and maintains contact with pupils unable to attend due to medical conditions. *Where medical conditions affect attendance, CoRE will work collaboratively with families, commissioning schools and relevant professionals to support continued engagement wherever reasonably practicable.*
- Staff understand their duty of care and know emergency procedures.

Policy Review

This policy will be reviewed annually, or sooner if there are changes in legislation, safeguarding guidance, or organisational practice.

Signed:

Alasdair Green (Education manager)

Date: 6/07/2026



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