

Fiveways School

Supporting Pupils With Medical Needs Policy



Review

Review Cycle	Date of Current Policy	Author(s) of Current Policy	Review Date
2 yearly	January 2025	Swavek Nowakiewicz	April 25 (Insurance Certificate)

Ratification

Role	Name	Signature	Date
Chair of Governors	Malcolm Gulliver		
Head Teacher	Swavek Nowakiewicz		

Details of Policy Updates

Date	Details
22/11/2022	Updated to reflect current practice
17/01/2025	Updated- nurses honorary contract with NHS, flowchart and insurance certificate added, SENCO role added,

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Introduction

Fiveways School is a school for children with Severe Learning Difficulties (SLD) and Profound and Multiple Learning Difficulties (PMLD)

Many of the pupils attending Fiveways School have complex health needs that require medications to be administered and medical procedures to be carried out within the school day.

Fiveways School is committed to ensuring that pupils with medical needs have the same right of access as other pupils to continue their education to the best of their individual ability.

Aim

The aim of the policy is to ensure that pupils with medical conditions attending Fiveways School are appropriately supported so that they have full access to education. Fiveways School has reviewed its policy in line with the Department of Education guidance (Dec 2015).

The policy will cover the four following points:

1. Establishing clear procedures for managing medication within the School, including managing medical errors, risk reporting and regular auditing.
2. Identifying which medical procedures can be carried out by school staff
3. Ensuring appropriate staff medical training is provided and training records are maintained for school staff
4. Defining the roles and responsibilities of all individuals involved in supporting the pupils of Fiveways School.

1, Establishing clear procedures for managing medication within the School, including managing medical errors and risk reporting

1. Any medication that is brought into School should be handed from adult to adult (including transport escorts)
1. Medicines can only be brought on to the School premises with the knowledge of the School nurse
2. Pupils Medication can only be administered with **written parental consent**
3. All medications must be kept in the following locked storage facility.
 - Emergency medication must be kept in a separate locked storage facility (located on the wall in the medical room)
 - **Controlled Drugs** must be kept separate in a double locked storage facility, with a key lock for storage. The controlled drugs storage facility

will be on the wall in the medical room. The key holders will be the Head-teacher, School Nurse and SENCo

- Medications that need to be stored in a refrigerator should be kept secure in the medical room fridge
4. **Emergency medication and controlled drugs** must be signed in and out of the locked storage facilities, (a book for signing will be available in the medical room) and parents must provide an emergency care plan for the administration of emergency medication. This care plan must be from the pupil's consultant.
 5. All medication must be labelled by a pharmacy with the **pupil's name, date of birth, name of the medication, dose and frequency of administration and the expiry date**. We will not accept medication without relevant information
 6. Staff should follow the 'Safe Administrations of Medications Guide' (refer to appendix a)
 7. The school will not give Aspirin to any pupils under the age of 16 unless it is a prescribed medication
 8. The school will not give the first dose of any new medications
 9. Parents are responsible for the disposal of date –expired medication. If they are unable to do so, then the medication will be disposed of at a pharmacy
 10. Sharp boxes must be used to dispose of needles and sharps.
 11. In the unlikely event that medication is left at school at the end of the day/week, parents should initially contact the school. If there is no response from school parents should seek medical advice; NHS 111- <https://111.nhs.uk/>
 12. Staff administering medication must be competent to do so, trained by school nurse. Please note that Fiveways nurses have been issued with honorarium contracts with the NHS and provided with relevant training and clinical supervision.
 13. Managing a medication error (refer to appendix b)
 14. Regular medication auditing list
 15. Complaints procedure. Please refer to the Fiveways complaints procedure where will we find this
 16. In the absence of the school nurse the SENCo for Fiveways will advise on medical administration

2 Identifying which medical procedures can be carried out by school staff

Pupils requiring Medical Procedures

In supporting children with complex medical needs, the "Council for disabled children" together with the "Royal College of Nursing" have produced a list of clinical procedures that can be taught and subsequently delegated to non-health qualified staff (If trained and signed as competent) (RCN managing children with health care needs, Jan 2018)

- Administering Medicine in accordance with prescribed medicine in a pre-measured dose via nasogastric tube, orally, or applied to skin, eyes and ears.

- Injections (intramuscular or subcutaneous). These may be single dose or multiple dose devices which are pre-assembled with pre-determined amounts of medication to be administered as documented in the individual child's care plan (preloaded devices should be marked when to be administered e.g. for diabetes where the dose might be different am or pm. In many circumstances there may be two different pens, one with short-acting insulin to be administered at specified times during the day and another for administration at night with long acting insulin).
- Administration of buccal Midazolam
- Blood glucose monitoring as per pupils prescribed medical plan.
- Assistance/administrating inhalers, cartridges and nebulisers (Including the administration of the Emergency Inhaler located in the medical room) refer to appendix c
- Emergency treatments covered in basic first aid training including airway management and use of the external defibrillator
- Tracheostomy care, including the use of a suction catheter & an emergency change of a tracheostomy tube
- Oral pharyngeal suctioning with a yankeur suction
- Assistance with prescribed oxygen administration & oxygen saturation monitoring where required
- Administration and care of compressed oxygen (Emergency oxygen)
- Nasogastric, Gastrostomy and jejunostomy feeding
- Stoma care

The Royal College of Nursing has advised that unregistered health carers should not undertake the following tasks:

- Assessment of care needs, planning a programme of care or evaluating outcomes of a programme of care.
- Re-insertion of nasogastric tube
- Re-insertion of a peg or other gastrostomy tubes (the exception is button devices) and jejunostomy tubes (if trained by nutricia)
- Intra-muscular and sub-cutaneous injections
- Programming of syringe drivers
- Deep suctioning
- Siting of indwelling catheters
- Medication not prescribed or included in the care plan
- Ventilation care for an unstable or unpredictable child

These lists are a guide only and it is important to acknowledge that for pupils with complex health needs other solutions are sometimes required. These will be defined in health care plans and in collaboration with, and the advice of health professionals. It is emphasised that staff assisting in these procedures must be trained by a relevant healthcare professional

3, Ensuring appropriate staff medical training is provided and training records are maintained for school staff

There is no legal duty that requires school staff to administer medication or carry out medical procedures. Although school should ensure that they have sufficient members of support staff who are appropriately trained, competent and confident to manage medicines as part of their duties.

Any medical procedure that the school ask staff to carry out will be within the scope of their employment and indemnified.

Fiveways School offers comprehensive training to all staff (refer to appendix e) to ensure that staff are competent in this area. **Any staff member that has completed the training provided but feels unable to carry out these duties confidently and competently must report their concerns to the school nurse who will make appropriate arrangements for additional training.**

The training package is made up of PowerPoints, quiz, competency books, and practical evaluation. The training will be monitored frequently. Fiveways expect a 100% pass rate for training relevant to staff depending on the individual medical needs of the pupils in their class.

There are sufficient staff at Fiveways School who are trained in First Aid. The First Aiders are able to use the defibrillator and carry out First Aid duties, including emergency First Aid. There is a list of First Aiders in each class and in designated areas.

4 .Defining the roles and responsibilities of all individuals involved in supporting the pupils of Fiveways School.

Due to the nature of the pupils of Fiveways School, and levels of learning disabilities, each pupil and their capacity to understand a decision should be assessed on an individual basis together with the support of their family and other healthcare and educational professionals

It is acknowledged that no adult can make a decision on behalf of another adult (individual aged 16 years or above) and that it must be assumed that a person has the capacity to make that decision unless proven otherwise (England & Wales mental capacity act 2005)

Parents

Parental consent

Parents sign a parental permission slip, and medications, health, hygiene, and allergies form.

This form gives permission for personal care and any medical care required, including first Aid being administered and non-prescription medication.

Medication will not be given out to any pupil without written parental consent (refer to appendix f).

- Parents Responsibilities

Whenever possible, parents should comply with the school's policies for managing medication. Parents are requested to provide the school with full and up-to-date information, about their child's medical needs by completing the pre-entry profile on acceptance to the school.

Parents should inform the school immediately of any changes to their child's medical condition or medications, or any adverse reactions to any medication.

Medication should only be given at school if not doing so could have a detrimental effect on a pupil's health.

Parents to give school permission to liaise with other healthcare professionals to share information to ensure joint working is provided for their child whilst in the care of school.

The Governing Body

Roles and responsibility. The governing body:

1. Reviews and approves this policy annually
2. Work in partnership with all relevant parties to ensure that this policy is implemented, disseminated and reviewed successfully. This involves ensuring that the school leadership regularly consults health and social care professionals, pupils, parents, and carers on how well the needs of the children with medication conditions are being supported at the school.
3. Ensures that every pupil in the school with a medical condition and/or disability is supported to enable the fullest possible participation in all aspects of school life.
4. Ensures that the school leadership has arranged for all relevant staff to receive suitable training, so that they are competent to take responsibility for any child with a medical condition.
5. Ensures that the school leadership has in place the appropriate level of insurance and liability cover provided by the Local Authority.

Roles and responsibility. The Headteacher:

Headteachers should ensure that:

- Written records are kept of all medicines administered to children (Refer to appendices h, i & j)

- The school's policy sets out what should happen in an emergency
- The appropriate level of insurance is in place and appropriately reflects the level of risk (Refer appendix n-nb this is renewed annually)
- The school's policy sets out how complaints may be made and will be handled concerning the support provided to pupils with medical conditions
- That appropriate protective equipment is made available to staff supporting pupils at school with medical conditions
- Ensure that all parents and staff are aware of the supporting pupils with medical need policy (on school website, staff induction, pupil admission pack) and understand their role in its implementation.

Roles and responsibility. SENCO

- In the absence of the school nurse the SENCO will co-ordinate medical provision.
- Ensure that there is effective coordination and communications with relevant partners, professionals, parents and the pupil
- The management of accepting, storing and administering any medication.

Roles and responsibility. School Nurse:

- The school nurse will liaise with other healthcare professionals and parents to formulate an individual health Care Plan (appendix g) for pupils with medical needs. (Information obtained from the school entry planning meetings and paperwork): Refer appendix o- being notified a child has a medical condition flowchart
- The Care Plans should meet all healthcare needs required in school and should be reviewed at regular intervals or where there is a change in the pupils healthcare need
- The school nurse to be made aware of all medications that are brought into school and ensure correct administration and storage.
- The school nurse will also advise, implement and monitor staff training that is required in order to meet pupils healthcare needs
- The school nurse will also be available to offer support & advice or act as a resource to parents

Roles and responsibility. Teachers and support staff:

Staff are not expected to know or remember relevant legislation, but they are required to know and follow school medical or medication policy

- Staff who are carrying out medical procedures should only do so if they have undertaken appropriate training for the different procedures that they are participating in.

- Staff should be aware of any possible consequences that could arise and know how to deal with them
- A record of staff training should be maintained
- Staff must ensure that any medication that is given out from a class base must be stored in a locked medical cabinet
- Staff are responsible for ensuring that they are up to date with their medical training

Roles and responsibility. School health & advisory team:

The School health advisor will be involved in working with the school nurse, parents and other professionals to ensure that any clinical input in school is planned appropriately.

Roles and responsibility. Community Paediatric nurse team:

The community nurses work closely with the children and their families as a link between family life and the Hospital. They also link into the school through the school nurse offering support and advise for pupils, enhancing health care provided at school.

Roles and responsibility. Community Paediatrician:

The community paediatrician is a specialist doctor who may also be involved in planning care that may be required in school. The Paediatrician may give advice to the school on individual pupils or on generalized health problems.

Roles and responsibility. Orthotics:

Orthotics clinic run regularly and provide children with specialist supportive footwear, gators and AFO's has in order to support their range of movement. The orthotics clinic will give advice on how to best support the individual needs of the children, and how this can be implemented by both parents/guardians and staff.

Roles and responsibility. Continence Clinic:

Continence clinic runs at regular times throughout the year, and gives an opportunity for parents to attend clinic with a specialist nurse to discuss the continence needs of their child. This enables both staff and parents/guardians to support the individual needs of their children to maintain their dignity and comfort and to help them to progress with managing care needs independently.

Roles and responsibility. Dietician:

The dietician visits the school regularly, and supports both parents/guardians and staff with the nutritional needs of pupils. This includes regular weighing, and care of gastrostomy.

Roles and responsibility. Pupils:

Pupils to be supported and encourage managing administering medications if the following applies:

- They are over the age of 16 years
- It is not a controlled or emergency medication
- If they have the understanding of what the medication is for and how to take it appropriately
- Pupils will be supervised at all times when doing this
- Self-administration of medication will be considered a part of health & self-care

Disseminating this policy:

This Policy is available:

- On the school website
- As paper copies from the school office
- As part of the induction for all new or temporary staff

References

Managing medicines in schools and early years settings (DFES/Department of health, 2005)

Managing children with health care needs: delegation of clinical procedures, training & accountability issues (Royal College of Nursing, 2018)

Supporting pupils at school with medical conditions (Dfe, Dec 2015)

Meeting the health needs of people with learning disabilities (Royal College of Nursing, 3rd Ed, Nov 2013).

Appendix a)

Administration of medications

1. Staff giving out medication will know what the medication to be administered is used for in relation to the pupil's health needs and be competent to give it
2. Each pupil requiring medication will have individual administrations of medications booklet.
3. The staff will be aware that all medication in class or medical room should be stored in a locked storage facility - with the exception of inhalers which must be labelled and in a clear container and easily assessable for the pupil.
4. Staff must collect the medical administrations booklet for the pupil, and ensure that the relevant checks are made.

Medication Administration

Always follow the '5 rights':

- **Right** Patient
- **Right** Medicine
- **Right** Dose
- **Right** Route
- **Right** Time

Always check against the label and consent form and that the medicine is in date.

If there are any discrepancies, **DO NOT** proceed without further advice.

5. Staff must sign that the medication has been given, **in the presence of a 2nd person who will need to countersign**
6. Staff to follow the managing a medication error procedure if a mistake has been made.
7. Staff to be aware of the Fiveways complaints procedure

Appendix b)

Managing a medication error

What are Medication errors?

- Forgetting to administer a medication
- Giving too much or too little medication
- Giving the wrong medication
- Giving medication at the wrong time
- Giving medication the wrong way (via the wrong route)

Staff should be supported and encouraged at Fiveways School to be open and transparent when it comes to errors. The focus therefore should be on what they can do to prevent a more serious situation developing

In the event of an error staff should:

1. Stay calm
2. Check all the information again to be clear on what the error was
3. Report the error to a senior, more experienced staff member (Teacher, School nurse, Headteachers)
4. The senior member of staff must then check the pupil
5. The pupils parents/guardian should be informed of the error and agree on the next steps
6. Arrange for advice to be sought from the Pupils GP.
7. Complete an incident report form on behaviour watch
8. Document the error on EEC live

If the pupil loses consciousness, experiences breathing difficulties, or shows signs of a serious reaction staff should immediately call 999

If the pupil at any point after administration of medication shows signs of being unwell staff should call 111 for immediate advice and support

Appendix c)

Procedure to follow if a pupil is having an Asthma attack

- Keep calm and reassure the child
- Encourage the child to sit up and slightly forward
- Use the child's own inhaler – if not available, use the emergency inhaler found in the Medical Room at Fiveways School (please follow instructions from the Emergency inhaler information book located in the medical room alongside the inhaler and spacer, and signed consent forms)
- Remain with the child while the inhaler and spacer are brought to them
- Immediately help the child to take two separate puffs of salbutamol via the spacer
- If there is no immediate improvement, continue to give two puffs at a time of every two minutes, up to a maximum of ten puffs.
- Stay calm and reassure the child. Stay with the child until they feel better. The child can return to school activities when they feel better.
- If the child does not feel better or you are worried at **ANYTIME** before you have reached ten puffs, **CALL 999 FOR AN AMBULANCE**

If an ambulance does not arrive in ten minutes then give another ten puffs in the same way.

Appendix d)

	July	Sep	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July
FiO2												
Defib												
First aid box												
Accident books												
Midazolam meds												
CD cupboard												
Meds cupboard												
Care plans												
Medical stock												
Individual medical books												
Individual enteral feed books												
Staff training records												
Medical equipment												

Appendix e)

Training list

Fiveways medical competencies workbook

Contents

1. VNS training
2. Gastrostomy training
3. Shunt training
4. EpiPen training
5. Epilepsy & Midazolam training
6. Blood glucose training
7. Oral suctioning training
8. Asthma training
9. Oxygen training
10. Medical administrations, and care plans
11. Hydrocortisone training
12. Emergency situations

Appendix f)

Parental consent form-

<p style="text-align: center;">Administration of Temporary Medication- Parental Consent</p>

The school will not give your child medication unless this form is completed and signed.

Childs Name: _____ D.O.B _____

Reason for medication: _____

Name of medication: _____

Dosage required _____

Time to be given: _____

For how long is the medication to be given: _____

Signed: _____ (parent/guardian)

Date: _____

Appendix g)

Health care plans

Fiveways must have sufficient information about the medical condition of any pupil with a short or long-term medical need before a child starts school, or from when a pupil develops a new or changing condition. This should include:

1. Details of the pupil's condition
2. Special requirements
3. Medication and any side effects
4. What to do and who to contact in an emergency
5. The role of the school
6. Storage and maintenance of equipment
7. To be signed by parents/guardian, nurse and head teacher and teacher

Every effort should be made to ensure that arrangements are put in place as soon as practically possible.

Appendix h)

ENTERAL FEED - ADMINISTRATION RECORD

FIVEWAYS SCHOOL, VICTORIA ROAD, YEOVIL, BA21 5AZ

ENTERAL FEED PLAN MONTH & YEAR:

NAME	TYPE OF FEED & ROUTE	TIME	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
	<u>20 mls flush with each medication</u>																																	
	<u>145mls Nutrini @170mls/hr</u> <u>40mls water</u>	<u>11.00 am</u>																																
	<u>145mls nutrini @170mls hr</u> <u>40mls water</u>	<u>14.00</u>																																

N = Nausea/Vomiting, A = Absent from School, O = Other (define)

Appendix i)

Medication administration record

Name:

Month and year:

Allergies:

Date:	Medication:	Time:	Signature:		Stock Balance:
1 st					
2 nd					
3 rd					
4 th					
5 th					
6 th					
7 th					
8 th					
9 th					
10 th					
11 th					
12 th					
13 th					
14 th					
15 th					
16 th					
17 th					
18 th					
19 th					
20 th					
21 st					
22 nd					
23 rd					
24 th					
25 th					
26 th					

R=refused N=Nausea/vomiting A=absent from school O=other (explain)

Medications, Health & Hygiene Information

Pupils Name	
Regular medication to be administered at school :	
Dosage	
Time to be administered	
Regular medication to be administered at school :	
Dosage	
Time to be administered	
Permission to use Plasters.	Yes/No (please circle)
Permission to administer Paracetamol?	Yes/No (please circle)
<u>Any Allergies</u>	Yes/No (If yes please detail below)
<ul style="list-style-type: none"> • Allergy: • Reaction: 	
• Pupil prescribed an Epipen	Yes/No (If yes please detail)
• Pupil prescribed an Inhaler	Yes/No (If yes please detail)
<ul style="list-style-type: none"> • I give my permission for Fiveways School Staff to assist my child with his/her personal hygiene needs as and when required Yes/No 	
<ul style="list-style-type: none"> • I am aware that the school advises that my child's vaccination should be maintained 	
<ul style="list-style-type: none"> • I am aware that if any of the information on this form changes then I am responsible for informing the school 	

Parent/Guardian Signature: _____ Date: _____



Fiveways School Handwashing Policy

Introduction

Fiveways School welcomes pupils with severe and profound educational disabilities into a caring and friendly environment. The school believes that supported hand hygiene should be an everyday routine for pupils. Effective hand hygiene reduces the risk of spreading infection, and provides an important life skill.

Policy Aims

- Work to ensure that pupils and staff are kept as healthy as reasonably possible
- Educate and support pupils with good hygiene practices
- Promote handwashing as the best method of preventing the spread of infection

Implementation

We have 3 key ways to support development of effective handwashing, each adapted to individual pupil abilities

1. Fiveways staff will support pupils to develop effective and self scaffolded washing of their hands

Before

- Entering and leaving school
- Snack and lunch times
- Cooking activities
- Moving between different environments

After

- Using the toilet
- Coughing or sneezing into their hands
- Messy play
- Gardening
- Handling animals or insects

2. Fiveways staff will model and support pupils to wash their hands effectively as part of their Learning for Life curriculum. Wherever possible, the following process will be adopted

- Roll up sleeves
- Wet hands
- Dispense soap over front and back of hands
- Wash hands for 20 seconds
- Rinse the soap off
- Dry hands thoroughly with a paper towel
- Put paper towel into the pedal bin

3. Fiveways staff will encourage good hygiene practice through a variety of methods

- Provide necessary bathroom facilities for handwashing
- Hand washing signs
- The use of social stories & other communication aids
- Health promotion lessons (age, ability appropriate)
- Hand washing incorporated into routines, lessons and play as part of Learning for Life
- The use of alternative learning methods

Appendix I

Fiveways School Toilet Policy

Aims

- To give pupils open access to their toilet facilities during the day to promote the health, well being and learning opportunities of all pupils.
- To provide good quality toilet facilities throughout the school.

Rationale: Why we are writing this policy?

- The school recognises that well-maintained toilet facilities where pupils feel comfortable and safe and have open access to throughout the school day, are essential for health, well being, and learning.
- We value and respect our pupils and want them to be able to benefit from good provision and practice.

Objectives: What do we want to achieve?

- The whole school community accepts and upholds this policy - including school management, staff, pupils, governors, parents, site manager, cleaning and ancillary staff.
- All toilets are open and available to pupils throughout the school day. While pupils can use toilet facilities at break and lunchtimes if they need to, we ensure pupils have access at all times. We recognise that toilet needs are highly individual and do not conform to regimental timetables.
- The toilet and washroom facilities are suitable for the range of anticipated users, with adequate lighting, fixtures and fittings.
- The toilet and washroom facilities cater for the needs of all pupils from ethnic and religious communities, and ensure these needs are met in a sensitive, informed and appropriate manner.
- The toilet facilities provide visual and aural privacy for users, ensuring a spare supply of cubicle door locks where appropriate.
- All toilet areas have properly maintained supplies at all times of warm and cold water, soap, hand drying facilities and toilet tissue, provided at a convenient height.
- Sanitary disposal units in designated female cubicles (or specific arrangements are in place suitable for the user), serviced on a regular basis and to provide sanitary dispensers in female toilet blocks (where applicable).
- The implementation and maintenance of an effective toilet cleaning, supervision and inspection regime to ensure proper standards of provision and cleanliness, throughout the school day.
- Drinking water supplies and outlets are in safe and appropriate locations, and not in toilet areas.
- The views of the whole school community are actively sought in relation to any concerns about toilet provision and access issues (ensuring a child friendly procedure for pupils to report deficiencies or problems) and to respond seriously to these and deal promptly with any problems highlighted by the pupils.
- Pupils are actively consulted and involved in managing the toilets (via the School Council or establish a working group).
- Pupils are actively encouraged to respect the toilets and each other (via the School Council, in lessons, etc)

- Toilet management issues are included in all appropriate School Council, staff, parent and governor meetings as matters arise.
- Regular review of the policy is implemented to monitor that it is being adhered to and remains relevant.

Notes

- The school actively supports the provision of open access to well-maintained, clean, private and safe toilet facilities throughout the school day.

Appendix m

Supporting Pupils with Medical Needs



Fiveways School Head Lice

About

Fiveways School welcomes pupils with severe and profound special educational needs and disabilities in to a caring and friendly environment.

The majority of Fiveways pupils have communication and/or sensory needs, which can make it difficult to treat head lice.

Rationale

Fiveways School recognises that sensory problems & communication difficulties make it increasingly difficult for some pupils to process & accept head lice treatment.

Therefore with parental consent Fiveways School would like to offer support to families who are having difficulties with this issue.

Aim

To provide proactive education and practical support for pupils, their families and staff on the prevention and treatment of head lice in pupils with sensory and communication needs.

The School will:

- Maintain confidentiality and respect dignity
- Provide head lice information on an annual basis and more regularly if many cases arise.
- Provide practical advice on using a wet comb and /or other treatment.
- Help a parent/guardian put together a 'one to one' treatment and prevention of head lice plan
- Provide a discrete head lice pack: (nit combs, social stories, monitoring chart, information)
- Alert individual parents/guardians by letter/ phone call if a more persistent case is noted.

The school will not:

- Carry out physical checks on pupils for head lice.
- Discuss individual families/children with other parents.
- Tell parents to keep children away from school because of head lice.
- Exclude a child from school or any daily activities.

Fiveways School believes that with a combination of parental support and school resources that there is an increased likelihood of tackling this problem.

Appendix n

Insurance Certificate

Somerset Council
County Hall, Taunton
Somerset, TA1 4DY



SOMERSET COUNCIL LEGAL LIABILITIES INSURANCES

Somerset Council insures its liabilities up to £50,000,000 in respect of Public and Employer's liability.

Cover has been placed with Maven Insurance under policy number: P24CASLFG00279 for cover up to £50,000,000 with a £1,000,000 excess in respect of Public and Employer's Liability.

Professional Indemnity insurance is provided by Maven Insurance for up to £5,000,000 with an excess of £1,000,000.

Date of commencement of insurance policy: 1st April 2024

Date of expiry of insurance Policy: 31st March 2025

Somerset Council has established an Insurance Fund to deal with the liabilities that may arise out of the discharge of its functions.

This is in accordance with the exemption provided from the statutory requirement, imposed upon employers carrying on business in Great Britain, by the Employer's Liability (Compulsory Insurance) Act 1969 and the subsequent Employer's Liability (Compulsory Insurance) Regulations 1998.



Insurance Manager
Somerset Council

Appendix o

Notification a pupil has a medical condition flowchart.

