

## **KE SUPPORTING CHILDREN with MEDICAL CONDITIONS**

### **Introduction and scope of this Policy**

This policy describes the arrangements to provide support for children with medical conditions. It includes details on how the policy will be implemented effectively, including a named person who has overall responsibility for policy implementation.

### **Aims**

To ensure children at KFS with medical conditions are properly supported so they can play a full and active role in forest school life, remain healthy and achieve their academic potential. This encompasses both physical and mental health.

To ensure the needs of children with medical conditions are effectively supported in consultation with health and social care professionals, their parents and the children themselves.

KFS aims to:

- assist parents in providing medical care for their children
- educate staff and children in respect of special medical needs
- arrange training for volunteer staff to support individual children
- liaise as necessary with medical services in support of the individual pupil
- ensure access to full education if possible, so that all children with medical conditions are able to participate in all aspects of forest school life
- monitor and keep appropriate records.

### **Definitions and supporting structures**

Children's medical needs may be broadly summarised as being of two types: (a) Short-term affecting their participation in forest school activities, whilst they are on a course of medication. (b) Long-term potentially limiting their access to education and requiring extra care and support (deemed special medical needs).

Rationale Local Authorities and forest schools have a responsibility for the health and safety of children in their care.

The Health and Safety at Work Act 1974 makes employers responsible for the health and safety of employees and anyone else on the premises. In the case of children with special medical needs, the responsibility of Kinda Education is to make sure that safety measures cover the needs of all children at the forest school. This may mean making special arrangements for particular children who may be more at risk than their classmates. Individual procedures may be required. Kinda Education is responsible for making sure that relevant staff know about and are, if necessary, trained to provide any additional support these children may need.

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The Children and Families Act 2014, from September 2014, places a duty on schools to make arrangements for children with medical conditions. Children with special medical needs have the same right of admission to forest school as other children and cannot be refused admission or excluded from school on medical grounds alone. Teachers and other school staff in charge of children have a common law duty to act in loco parentis and may need to take swift action in an emergency. This duty also extends to teachers leading activities taking place off the forest school site. This could extend to a need to administer medicine. The prime responsibility for a child's health lies with the parent who is responsible for the child's medication and should supply the school with information. The school takes advice and guidance from the medical profession which encourages self-administration of medication when possible.

Some children with medical conditions may be disabled. Where this is the case, the team comply with their duties under the Equality Act 2012. In doing so they will ensure that such children can access and enjoy the same opportunities at forest school as any other child. Some children may have Special Educational Needs (SEND) and may have a statement or EHC plan which brings health and social care needs, as well as their special educational provision. For children with SEND, this guidance should be read in conjunction with the SEND code of practice 2014.

### **Entitlement**

Kinda Education believe that children with medical needs should be assisted wherever possible and that they have a right to the full education available to other children. We believe that children with medical needs should be enabled to have full attendance and receive necessary proper care and support whilst at forest school.

### **KFS Team**

We believe that all KFS teachers have rights in relation to supporting children with medical needs as follows:

- choose whether or not they are prepared to be involved
- receive appropriate training
- work to clear guidelines
- have concerns about legal liability
- bring to the attention of management any concern or matter relating to supporting children with medical needs

The KFS team are responsible for ensuring that whenever the forest school is notified that a pupil has a medical condition

- sufficient staff are suitably trained
- all staff are made aware of a child's condition
- cover arrangements in case of staff absence/turnover is always available
- risk assessments for visits and activities out of the normal timetable are carried out

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- individual healthcare plans are monitored regularly and reviewed annually or earlier if evidence is presented that the child's needs have changed. The plan should be developed with the child's best interests in mind and ensure that the forest school assesses and manages risks to the child's education, health and social wellbeing, and minimizes disruption.

### **Health care plans (IHCP) and administration of medicines**

Any pupil with a medical condition requiring medication or support in forest school should have an individual healthcare plan which details the support that child needs. If the parents, healthcare professional and forest school agree that a healthcare plan is inappropriate or disproportionate, a record of the child's medical condition and any implications for the child will be kept in the forest school's medical record and the child's individual record, which are stored safely at forest school. Inhalers will be kept in the woods for easy access.

Parents will be encouraged to co-operate in training children to self-administer medication if this is practicable and that members of staff will only be asked to be involved if there is no alternative;

Where parents have written to request the forest school to administer the medication for their child the prescription and dosage regime should be typed or printed clearly on the outside. The forest school will only administer medicines in which the dosage cannot be administered outside of forest school hours or has to be taken with meals. The name of the pharmacist should be visible. Forest school staff will not accept any medications not presented as described. Children should not bring in their own medicine. This should be brought into forest school by the parent.

- Controlled drugs (such as Ritalin) may only be taken on KFS premises by the individual to whom they have been prescribed. Passing such drugs to others is an offence. Controlled drugs will be stored in a locked non-portable container and only named staff will have access.
- Asthma inhalers will be stored in the woods with a record card to monitor usage. This will be given to parents or carers when completed so they are aware of the child's usage. A central record will be kept of asthma sufferers.
- Staff will consider carefully their response to requests to assist with the giving of medication or supervision of self-medication and that they will consider each request separately.
- KFS/KE will liaise with the school Health Service for advice about a pupil's special medical needs, and will seek support from the relevant practitioners where necessary and in the interests of the pupil.
- Kinda Education cannot be held responsible for side effects that occur when medication is taken correctly.
- Any medicines brought into forest school by the staff e.g. headache tablets; inhalers for personal use will be kept securely in appropriate storage and kept out of the reach of the children. KFS teachers medicine is the responsibility of all teachers concerned and not the forest school.

If a child's needs change, the above measures are adjusted accordingly Individual Health Care Plans (IHCPs)

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## Recording

There is a need for proper documentation at all stages when considering the issue of support for children with medical needs in forest school.

The following information should be considered when writing an individual healthcare plan:

- the medical condition, its triggers, signs, symptoms and treatments
- the pupil's resulting needs, including medication and other treatments, times, facilities, equipment, testing, dietary requirements and environmental issues
- specific support for the pupil's educational, social and emotional needs
- the level of support needed including in emergencies
- who will provide support, their training needs, expectation of their role, confirmation of their proficiency and cover arrangements
- who in forest school needs to be aware of the child's condition and the support required
- separate arrangements or procedures required for forest school trips or other forest school activities outside of the normal forest school timetable that will ensure the child can participate
- confidentiality
- what to do if a child refuses to take medicine or carry out a necessary procedure
- what to do in an emergency, who to contact and contingency arrangements
- where a child has SEND but does not have an Education, Health and Care Plan, their special educational needs should be mentioned in their individual healthcare plan

## Medical Emergencies

Medical emergencies will be dealt with under the forest school's emergency procedures.

Where an Individual Healthcare Plan (IHCP) is in place, it should detail: What constitutes an emergency. What to do in an emergency. Children will be informed in general terms of what to do in an emergency such as telling a teacher. If a pupil needs to be taken to hospital, a member of staff will remain with the child until their parents arrive.

## Unacceptable practice

The following are generally considered to be unacceptable practice:

- preventing children from easily accessing their inhalers and medication and administering them when necessary.
- assuming that every child with the same condition requires the same treatments
- ignoring the views of the child or their parents; or medical evidence or opinion (although this may be challenged);
- sending children with medical conditions home frequently or preventing them from staying for normal forest school activities, including lunch, unless this is specified in their individual healthcare plans;
- if the child becomes ill, sending them to the forest school office or medical room unaccompanied or with someone inappropriate;
- penalizing children for their attendance record if their absences are related to their medical condition eg hospital appointments;
- preventing children from drinking, eating or taking toilet or other breaks whenever they need to in order to manage their medical condition effectively;

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- requiring parents, or making them feel obliged, to attend forest school to administer medication or provide medical support to their child, including with toileting issues. No parent should have to give up working because the forest school is failing to support their child's medical needs or preventing children from participating, or creating unnecessary barriers to children participating in any aspect of forest school life, including forest school trips, eg by requiring parents to accompany the child.

## **Complaints**

If parents or children are dissatisfied with the support provided by KE/KFS, they should discuss their concerns directly with the forest school. If, for whatever reason, this does not resolve the issue, they may make a formal complaint via the forest school's complaints procedure. Making a formal complaint to the Department for Education should only occur if it comes within scope of section 496/497 of the Education Act 1996 and after other attempts at resolution have been exhausted.

## **Roles and Responsibilities - The KFS Team**

- Ensure, through this policy, that arrangements are in place to support children with medical conditions. They also ensure that forest school leaders consult health and social care professionals, children and parents to ensure that the needs of children with medical conditions are effectively supported.
- In making these arrangements, Kinda Education takes into account that many of the medical conditions that require support at forest school will affect quality of life and may be life-threatening. Some will be more obvious than others. The focus is on the needs of each individual child and how their medical condition impacts on their forest school life.
- Kinda Education, through this policy, intend that their arrangements give parents and children confidence in the forest school's ability to provide effective support for medical conditions in forest school. They intend that the arrangements should show an understanding of how medical conditions impact on a child's ability to learn, as well as increase their confidence and promote self-care.
- They intend that staff should be properly trained to provide the support that children need.
- Kinda Education intend that the arrangements put in place are sufficient to meet their statutory responsibilities and that policies, plans, procedures and systems are properly and effectively implemented. This aligns with their wider safeguarding duties.

Reviewed Kym Riverbranch Jan 20<sup>th</sup> 2020