



Sharing healthcare information

Sharing medical information can be a sensitive issue and you must ensure that you and your child are happy with who and how this information is shared. If you are not happy for your information to be shared, it is important that you talk to the school to come to an agreement. However, you should be aware that any restrictions with sharing information may affect the schools ability to safely support your child.

In caring for your child at school...

It is unacceptable to:

- Stop learners with healthcare needs from attending schools, unless there is evidence that it would be likely to cause harm to the child, or others.
- Require parents to attend school trips or any off-site activities for the purpose of administering medication or providing support to their child, including toileting.
- Stop learners from accessing their inhalers/ other medication
- Prevent children from drinking, eating or taking toilet or other breaks when they need this to manage their healthcare needs. Schools should never ask a learner to leave the activity or classroom if they need to administer non-personal medication or consume food in line with their health needs.

Full guidance around healthcare needs can be found here:
www.learning.gov.wales/resources/browse-all/supporting-learners-with-healthcare-needs

In Cardiff, Schools can also contact the Disability Inclusion Team for advice on including learners with Healthcare needs. Parents can also contact the Team should they have any concerns or wish to discuss, however the best place to start to chat about your child's needs is with the school ALNCo.

If you require further information you can contact
 the Disability Team on 02920 872 731



A guide to SUPPORTING LEARNERS WITH HEALTHCARE NEEDS IN SCHOOLS



Cardiff Local Authority actively encourages partnership working between learners, parents, school, settings and professionals.



The purpose of this guidance

The purpose of this guidance is to help you understand and be involved in planning and preparation for the support your child may need at school to meet their healthcare needs.

At some point, most learners will have a short term healthcare need which can easily be managed by the school with some adjustments and extra planning. However, there are a small number of learners who have a healthcare need that has a longer lasting impact and requires further planning and support through an Individual Healthcare Plan. Meeting the requirements in the IHCP should make sure that learners with healthcare needs have access to a full education which includes going on trips and taking part in physical education.



What is an Individual Healthcare Plan -IHCP

An Individual Healthcare Plan (IHCP) should set out what is needed to be able to effectively support a learner with healthcare needs while they are at school. Not all children/young people who have a healthcare need will require an IHCP. IHCP's should be put in place when a learner has healthcare needs that need to be supported during the school day. This could be regular support/intervention to maintain a condition and/or where there is a high risk that an emergency situation may occur.

The IHCP should be written with support from a healthcare professional if needed and with the family.

The IHCP should be easily accessible to anyone who may need to refer to it whilst maintaining confidentiality and being sensitive to the views of the learner.



Working together as a team

Supporting learners with their healthcare needs can often be as simple as helping them take a course of medicine, whereas for others it may be more complex. It is important that, whatever the healthcare need, parents, school and the learner work as a team to plan and prepare the care the learner will need. This team can also include other health professionals such as a specialist nurse or paediatrician.



What are the Principles of working together

- The learner must always be at the heart of the process when making decisions which affect them and planning the care they will need at school.
- Schools should make sure that their Healthcare Needs Policy is shared with families and that they take the time to explain this policy to you if needed.
- Schools should identify a main point of contact that you and your child can access to discuss their healthcare needs and amend plans if needed.
- Schools should not ignore any views of parents or learner, or any healthcare advice given to help them meet the needs of children/young people in their school.
- Schools should work collaboratively with any healthcare professionals involved and ensure that adequate numbers of staff are appropriately trained to support learners with healthcare needs. If training is needed to support the healthcare needs (eg: tube feeds) then the appropriate NHS team will provide this.

Providing medication

Parents must provide any medication that is specified within the IHCP

All medication provided must:

- Be in date
- Be labelled correctly with the original pharmacy label in the original container.
- Include instructions for dosage, administration and storage

Wherever possible medication should be given at home outside of school hours. It is parents responsibility to dispose of any unused medication. Schools will send home any medication that has gone out of date or no longer needed.

