



Appendix to Supporting Students with Medical Conditions policy 2021-22

Office use

Published: January 2021	Next review: January 2022	Statutory/non: Statutory	Lead: Mrs C Davies
Associated documents:			
<ul style="list-style-type: none">• Health and Safety policy including academy trips within and outside the UK• Health and Safety executive (HSE) guidance on academy trips		<ul style="list-style-type: none">• Complaints Policy	
Links to:			
<ul style="list-style-type: none">• Section 100 of the Children and Families Act 2014 to support students with medical conditions• The Equality Act 2010• Section 10 of the Children Act 2004		<ul style="list-style-type: none">• Special Educational Needs and Disability (SEND) Code of Practice 0-25 years January 2015• Control of Substances Hazardous to Health Regulations 2002 (COSHH)• DFES Managing Medicines in Academy report (1448-2005)	



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1. Policy statement and introduction

The Holgate Academy follows all aspects set out in the DALP policy.

2. Scope and purpose

The Holgate Academy follows all aspects set out in the DALP policy.

3. Responsibility for implementing the policy

The Holgate Academy follows all aspects set out in the DALP policy.

4. Roles and responsibility

The Holgate Academy follows all aspects set out in the DALP policy.

Named persons: M Bonnington, A Petman, P Bailey, S Bielewicz,

Staffing training: Mrs S Bielewicz

5. Managing medicines on academy premises

The Holgate Academy follows all aspects set out in the DALP policy.

5.9 Epipens

- a. Epipens will be secured in the locked medicine safe in the First Aid room near reception.

5.10 Insulin Pens

- e. Blood sugar testing can be carried out in the First Aid room near reception.

6. Safety management

The Holgate Academy follows all aspects set out in the DALP policy.

7. Disposal of medicines

The Holgate Academy follows all aspects set out in the DALP policy.

8. Defibrillator

The Holgate Academy follows all aspects set out in the DALP policy.

9. Refusing medicine

The Holgate Academy follows all aspects set out in the DALP policy.

10. Staff administering medicine

The Holgate Academy follows all aspects set out in the DALP policy.

11. Safe storage of medicines

The Holgate Academy follows all aspects set out in the DALP policy.

11.1 Medicines will be stored in accordance to the product instructions and in the original container in which dispensed. Medicines will be stored and locked in the medicine safe in the First Aid room near reception, which is not accessible to students.

12. Details of storage area and staff administering medication

The Holgate Academy follows all aspects set out in the DALP policy.

Storage: Medicines will be stored and locked in the medicine safe in the First Aid room near reception, which is not accessible to students.

Administration: M Bonnington, A Petman, P Bailey, S Bielewicz

13. Procedures for managing prescription medicines which need to be taken during the academy day

The Holgate Academy follows all aspects set out in the DALP policy.

14. Record keeping

The Holgate Academy follows all aspects set out in the DALP policy.

15. Emergency procedures

The Holgate Academy follows all aspects set out in the DALP policy.

16. Day trips, residential visits and sporting activities

The Holgate Academy follows all aspects set out in the DALP policy.

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