



Dear Parents/Carers:

Re: Managing Healthcare needs

A model policy on managing the Healthcare Needs of pupils has been developed by Denbighshire Education and Children's Services in accordance with the Welsh Government **Statutory Guidance: Supporting Learners with Healthcare Needs**. Guidance. Welsh Government 215/2017 (<https://gov.wales/sites/default/files/publications/2018-12/supporting-learners-with-healthcare-needs.pdf>). As a school, we adopted the policy back in September 2017 which is reviewed on a biannual basis.

Our school admission form includes questions about a pupil's health needs. It also includes a declaration that the parent/carer will inform the school of any changes to their child's existing or new healthcare needs. Our annual data collection form about pupils includes questions about healthcare needs, as well as a declaration that the parent/carer will inform school if there are any changes during the school year. Following the annual pupil data collection, we will make checks to ensure Individual Health Plans are in place or existing ones reviewed and/or medication consents are in place. Therefore, I would kindly request that you contact the school **immediately** if there are any changes to your child's healthcare needs at any stage.

In order for the school to administer medication to a pupil, written consent will be required via the designated form –our school will not give your child medication unless you complete and sign this form. A copy of the relevant form can be obtained via the school office or on the school website. If more than one medication is to be given, a separate form should be completed for each one. A new form must be completed when dosage changes are made. Where medication is prescribed to be taken in frequencies which allow the daily course of medicine to be administered at home, parents/carers should seek to do so e.g., before and after school and in the evening. In some instances, children **may** be able to carry/administer their own medication, however parents/carers consent must be obtained first and the consent form fully completed. Unless this process has been followed, in line with our policy, children are NOT to carry any other medication on their person in school day.

Please note that we don't hold and use 'emergency' inhalers in school. It is imperative that any pupils with a prescribed inhaler have access to their own inhaler.

A copy of the full policy can be found on the school website or obtained from the school office on request. Should you wish to discuss any aspect of your child's health needs, please contact myself or our School Nurse - Mrs. Sioned Davies who visits the school regularly but is based at The Royal Alexandra Hospital and can be contacted on 03000 856158.

Many thanks in advance for your cooperation,

Yours Sincerely,

Mr. B Dennis

Additional Learning Needs Co-Ordinator (ALNCO)

Rhyl High School