



Bright Stars Nursery

Supporting Children with Individual Medical Conditions and Health Care Needs Policy.

CEO Dated 04/06/2026

Director Dated 04/06/2026

**Updated: January 2025 (from Supporting Children with Medical Needs Policy July 24)
Reviewed June 2026**

POLICY STATEMENT

This nursery is an inclusive community that welcomes and supports pupils with medical conditions and individual health care needs.

This nursery provides all pupils with any medical condition and health care needs, the same opportunities as others at nursery.

We will help to ensure they can:

- be healthy
- stay safe
- enjoy and achieve
- make a positive contribution
- achieve economic wellbeing once they leave nursery.

The nursery makes sure all staff understand their duty of care to children and young people in the event of an emergency.

All staff feel confident in knowing what to do in an emergency.

This nursery understands that certain medical conditions are debilitating and potentially life threatening, particularly if poorly managed or misunderstood.

This nursery understands the importance of medication and care being taken as directed by healthcare professionals and parents.

All staff understand the medical conditions and health care needs that affect pupils at this nursery. Staff receive training on the impact medical conditions and health care needs can have on pupils.

The Head of Nursery is responsible for this medical conditions and health care needs policy and its implementation.

Policy framework

The policy framework describes the essential criteria for how the nursery can meet the needs of children and young people with long-term and / or complex medical conditions.

1. This nursery is an inclusive community that supports and welcomes pupils with medical conditions and health care needs.

- This nursery is welcoming and supportive of pupils with medical conditions and health care needs. It provides children with medical conditions and health care needs with the same opportunities and access to activities (both nursery based and out-of-nursery) as other pupils. No child will be denied admission or prevented from taking up a place in this nursery because arrangements for their medical condition or health care needs have not been made.
- This nursery will listen to the views of pupils and parents.

- Pupils and parents feel confident in the care they receive from this nursery and the level of that care meets their needs.
- Staff understand the medical conditions and the health care needs of pupils at this nursery and that they may be serious, adversely affect a child's quality of life and impact on their ability to learn.
- All staff understand their duty of care to children and young people and know what to do in the event of an emergency.
- The whole nursery and local health community understand and support the medical conditions and health care needs policy.
- This nursery understands that all children with the same medical condition or health care needs will have individualised needs.
- The nursery recognises that duties in the Children and Families Act (England only), the Equality Act (England, Wales and Scotland) relate to children with disability or medical conditions and are anticipatory.

2: This nursery's medical conditions and health care needs policy is drawn up in consultation with a wide range of local key stakeholders within both the nursery and health settings.

- Stakeholders should include pupils, parents, nursery nurse, nursery staff, governors, the nursery employer, relevant local health services and relevant supporter organisations.

3: The medical conditions and health care needs policy is supported by a clear communication plan for staff, parents* and other key stakeholders to ensure its full implementation.

- Pupils, parents, relevant local healthcare staff, and other external stakeholders are informed of and reminded about the medical conditions policy through clear communication channels.

4: All children with a medical condition or health care need should have an Individual Health Care Plan (IHCP) to identify how children with long-term and / or complex medical conditions can be effectively supported within the nursery.

- An IHCP identifies individual needs, roles and responsibilities, what needs to be done, when and by whom to ensure the continuing well-being of the child in nursery.
- It should also include information on the impact any medical condition or health care need may have on a child's learning, behaviour or classroom performance.
- This should be drawn up with input from the child (if appropriate) their parent/carer, relevant nursery staff and healthcare professionals, ideally a specialist if the child has one.

5: All staff understand and are trained in what to do in an emergency for children with medical conditions and health care needs at this nursery.

- All nursery staff, including temporary or supply staff, are aware of the medical conditions and health care needs at this nursery and understand their duty of care to pupils in an emergency.
- All staff receive training in what to do in an emergency and this is refreshed at least once a year.
- A child's IHCP should, explain what help they need in an emergency. The IHCP will accompany a pupil should they need to attend hospital. Parental permission will be sought and recorded in the IHCP for sharing the IHCP within emergency care settings.
-

6: All staff understand and are trained in the nursery's general emergency procedures.

- All staff, including temporary or supply staff, know what action to take in an emergency and receive updates at least yearly.
- If a pupil needs to attend hospital, a member of staff (preferably known to the pupil) will stay with them until a parent arrives, or accompany a child taken to hospital by ambulance. They will not take pupils to hospital in their own car

7: This nursery has clear guidance on providing care and support and administering medication at nursery.

- This nursery understands the importance of medication being taken and care received as detailed in the pupil's IHCP.
- This nursery will make sure that there is more than one member of staff who has been trained to administer the medication and meet the care needs of an individual child. This includes escort staff for home to nursery transport if necessary. This nursery will ensure that there are sufficient numbers of staff trained to cover any absences, staff turnover and other contingencies. This nursery's governing body has made sure that there is the appropriate level of insurance and liability cover in place.
- This nursery will not give medication (prescription or non-prescription) to a child under 16 without a parent's written consent except in exceptional circumstances, and every effort will be made to encourage the pupil to involve their parent, while respecting their confidentiality.
- When administering medication, for example pain relief, this nursery will check the maximum dosage and when the previous dose was given. Parents will be informed. This nursery will not give a pupil under 16 aspirin unless prescribed by a doctor.
- This nursery will make sure that a trained member of staff is available to accompany a pupil with a medical condition and / or health care need on an off-site visit, including overnight stays.
- Parents at this nursery understand that they should let the nursery know immediately if their child's needs change.
- If a pupil misuses their medication, or anyone else's, their parent is informed as soon as possible and the nursery's disciplinary procedures are followed

8: This nursery has clear guidance on the storage of medication and equipment at nursery.

- This nursery makes sure that all staff understand what constitutes an emergency for an individual child and makes sure that emergency medication/equipment is readily available wherever the child is in the nursery and on off-site activities.
- Staff at this nursery can administer a controlled drug to a pupil once they have had specialist training.
- This nursery will make sure that all medication is stored safely, and that all staff working with children with medical conditions know where they are at all times and have access to them immediately.
- This nursery will store medication that is in date and labelled in its original container where possible, in accordance with its instructions. The exception to this is insulin, which though must still be in date, will generally be supplied in an insulin injector pen or a pump.
- Parents are asked to collect all medications/equipment at the end of the nursery term, and to provide new and in-date medication at the start of each term.

- This nursery disposes of needles and other sharps in line with local policies. Sharps boxes are kept securely at nursery and will accompany a child on off-site visits. They are collected and disposed of in line with local authority procedures.

9: This nursery has clear guidance about record keeping.

- Parents at this nursery are asked if their child has any medical conditions on the registration form.
- This nursery uses an IHCP to record the support an individual pupil needs around their medical condition. The IHCP is developed with the pupil (where appropriate), parent, nursery staff, specialist nurse (where appropriate) and relevant healthcare services.
- This nursery has a centralised register of IHCP, and an identified member of staff has the responsibility for this register.
- IHCP are regularly reviewed, at least every year or whenever the pupil's needs change.
- The pupil (where appropriate) parents, specialist nurse (where appropriate) and relevant healthcare services hold a copy of the IHCP. Other nursery staff are made aware of and have access to the IHCP for the pupils in their care.
- This nursery makes sure that the pupil's confidentiality is protected.
- This nursery seeks permission from parents before sharing any medical information with any other party.
- This nursery meets with the pupil (where appropriate), parent, specialist nurse (where appropriate) and relevant healthcare services prior to any overnight or extended day visit to discuss and make a plan for any extra care requirements that may be needed. This is recorded in the pupil's IHCP which accompanies them on the visit.
- This nursery keeps an accurate record of all medication administered, including the dose, time, date and supervising staff.
- This nursery makes sure that all staff providing support to a pupil and other relevant teams have received suitable training and ongoing support, to make sure that they have confidence to provide the necessary support and that they fulfil the requirements set out in the pupil's IHCP. This should be provided by the specialist nurse/nursery nurse/other suitably qualified healthcare professional and/or the parent. The specialist nurse/nursery nurse/other suitably qualified healthcare professional will confirm their competence, and this nursery keeps an up-to-date record of all training undertaken and by whom.

10: This nursery ensures that the whole nursery environment is inclusive and favourable to pupils with medical conditions and health care needs. This includes the physical environment, as well as social, sporting and educational activities.

- This nursery is committed to providing a physical environment accessible to pupils with medical conditions and health care needs and pupils are consulted to ensure this accessibility. This nursery is also committed to an accessible physical environment for out-of-nursery activities.
- This nursery makes sure the needs of pupils with medical conditions and health care needs are adequately considered to ensure their involvement in structured and unstructured activities, extended nursery activities and residential visits.
- All staff are aware of the potential social problems that pupils with medical conditions and health care needs may experience and use this knowledge, alongside the nursery's bullying policy, to help prevent and deal with any problems. They use opportunities such as PSHE and science

lessons to raise awareness of medical conditions and health care needs to help promote a positive environment.

- This nursery understands the importance of all pupils taking part in physical activity and that all relevant staff make appropriate adjustments to physical activity sessions to make sure they are accessible to all pupils. This includes out-of-nursery clubs and team sports.
- This nursery understands that all relevant staff are aware that pupils should not be forced to take part in activities if they are unwell. They should also be aware of pupils who have been advised to avoid/take special precautions during activity, and the potential triggers for a pupil's medical condition and health care needs when exercising and how to minimise these.
- This nursery makes sure that pupils have the appropriate medication/equipment/food with them during physical activity.
- This nursery makes sure that pupils with medical conditions and health care needs can participate fully in all aspects of the curriculum and enjoy the same opportunities at nursery as any other child, and that appropriate adjustments and extra support are provided.
- All nursery staff understand that frequent absences, or symptoms, such as limited concentration and frequent tiredness, may be due to a pupil's medical condition and / or health care needs. This nursery will not penalise pupils for their attendance if their absences relate to their medical condition and / or health care needs.
- This nursery will refer pupils with medical conditions and health care needs who are finding it difficult to keep up educationally to the SENCO who will liaise with the pupil (where appropriate), parent and the pupil's healthcare professional.
- Pupils at this nursery learn what to do in an emergency.
- This nursery is committed to identifying and reducing triggers both at nursery and on out-of-nursery visits.
- Nursery staff have been given training and written information on medical conditions and health care needs of their pupils which includes avoiding/reducing exposure to common triggers. It has a list of the triggers for pupils with medical conditions and health care needs at this nursery, has a trigger reduction schedule and is actively working towards reducing/eliminating these health and safety risks.
- The IHCP details an individual pupil's triggers and details how to make sure the pupil remains safe throughout the whole nursery day and on out-of-nursery activities. Risk assessments are carried out on all out-of-nursery activities, taking into account the needs of pupils with medical conditions and health care needs.
- This nursery reviews all medical emergencies and incidents to see how they could have been avoided, and changes nursery policy according to these reviews.

11: This nursery is aware of the common triggers that can make common medical conditions and health care needs worse or can bring on an emergency. The nursery is actively working towards reducing or eliminating these health and safety risks and has a written schedule of reducing specific triggers to support this.

- This nursery is committed to identifying and reducing triggers both at nursery and on out-of-nursery visits.
- Nursery staff have been given training and written information on medical conditions and health care needs which includes avoiding/reducing exposure to common triggers. It has a list of the triggers for pupils with medical conditions and health care needs at this nursery, has a trigger

reduction schedule and is actively working towards reducing/eliminating these health and safety risks.

- The IHCP details an individual pupil's triggers (where appropriate) and details how to make sure the pupil remains safe throughout the whole nursery day and on out-of-nursery activities. Risk assessments are carried out on all out-of-nursery activities, taking into account the needs of pupils with medical needs and health care needs.
- This nursery reviews all medical emergencies and incidents to see how they could have been avoided, and changes nursery policy according to these reviews.

12: Where a child is returning to nursery following a period of hospital education or alternative provision (including home tuition), this nursery will work with the local authority and education provider to ensure that the child receives the support they need to reintegrate effectively.

- This nursery works in partnership with all relevant parties including the pupil (where appropriate), parent, nursery's governing body, all nursery staff, catering staff, employers and healthcare professionals to ensure that the policy is planned, implemented and maintained successfully.

13: Each member of the nursery and health community knows their roles and responsibilities in maintaining and implementing an effective medical conditions and health care needs policy.

- This nursery works in partnership with all relevant parties including the pupil (where appropriate), parent, nursery's governing body, all nursery staff, catering staff, employers and healthcare professionals to ensure that the policy is planned, implemented and maintained successfully.
- This nursery is committed to keeping in touch with a child when they are unable to attend nursery because of their medical condition and health care needs.

14: The medical conditions and health care needs policy is regularly reviewed, evaluated and updated. Updates are produced every year.

- In evaluating the policy, this nursery seeks feedback from key stakeholders including pupils, parents, nursery healthcare professionals, specialist nurses and other relevant healthcare professionals, nursery staff, local emergency care services, governors and the nursery employer. The views of pupils with medical conditions and health care needs are central to the evaluation process.