



LANESEND PRIMARY SCHOOL  
LOVE LANE, COWES  
ISLE OF WIGHT PO31 7ES  
TEL & FAX: 01983 293 233  
E: ADMIN@LANESENDPRI.IOW.SCH.UK  
WWW.LANESENDPRIMARY.IK.ORG



# Lanesend Primary School

## Epilepsy Policy School Health and Safety Policy

Signed: ..... Date:  
(Headteacher)

Signed: ..... Date:  
(Chair of Governors)

**Review Date:** April 2019 (Every 3 Years)

**Reviewed By:** Headteacher, Inclusion Team and Child-Centred Group

# **Lanesend Primary** **Epilepsy Policy**

This policy has been written in line with information provided by Epilepsy Action, the Departments for Health and Education, the School Health Service and the Local Education Authority. Lanesend Primary School recognises that epilepsy is a condition affecting many children and young people and welcomes all children with epilepsy. We believe that every child with epilepsy has a right to participate fully in the curriculum and life of the school, including out of school activities and residential trips. This will be done by having a policy in place that is understood by all school staff. This policy ensures all relevant staff receive training about epilepsy and administering emergency medicines.

## **Record Keeping**

When a child first starts school at Lanesend, the school will gather information about that child, and record any additional medical information staff need to be aware of, such as epilepsy. This information is kept in a central record which identifies children with additional medical needs. When a current child is diagnosed with epilepsy, information will be gathered from their family in consultation with the Community Paediatrician or School Nurse.

## **Individual Health Plans**

All children with epilepsy have an individual Health Care Plan which is drawn up in consultation with families and the School Nurse. This plan contains contact numbers, details of the type of seizures, warning signs, medication taken at home, medication to be given at school in the event of a seizure, and aftercare. Copies of the Health Care Plan must be available in child folders and taken whenever the child leaves the school premises.

If a child requires emergency medicine, consent from families will be obtained and medicine will be stored in line with the school's Administration of Medicines Policy. This medication should always be taken whenever the child is off the school premises e.g. on community outings, swimming etc.

Health Care Plans are updated if there is any change in the type of seizures/medication.

## **Recording Seizures**

If a child has a seizure in school a record is made and kept with the child's Health Care Plan. This information is available to families and professionals as a means of monitoring the type and frequency of seizures or identifying possible patterns. Families are also informed if a child has had a seizure during the school day.

## **Staff Training and First Aid**

Information and training is provided by the School Nurse where appropriate. If a child requires emergency medication, all members of staff will be trained in the correct procedures.

All staff are made aware of children with epilepsy, the types of seizure experienced, warning signs to watch for and procedures to follow in the event of a seizure.

All staff have received training in seizures through their first aid certificate.

All staff have been made aware of the basic procedures for dealing with seizures.

## **Out of School Activities**

When children take part in activities out of school, each group carries a copy of their risk assessment, a copy of which is retained in the Inclusion Office. Additional medical needs, including epilepsy, are highlighted on this risk assessment so that in the event of an emergency, responders are aware of the needs of all children.

A copy of the Health Care Plan and emergency medication are carried at all times when children with epilepsy are out of school.

## **Swimming**

Children with epilepsy are able to take part in all school activities, including swimming. The following guidelines are in place to ensure the safety of children in the event of a seizure occurring in the pool:

There will be close supervision of children with epilepsy in the pool at all times.

Poolside observers and swimming instructors will be made aware of those children with epilepsy.