Epilepsy Policy

Autumn 2025

Introduction

Elloughton Primary School recognises that epilepsy is a common condition affecting children and welcomes all pupils with epilepsy into our inclusive school community. We are committed to supporting children with epilepsy in all aspects of school life and helping them achieve their full potential.

This will be achieved through:

- A clear policy developed with input from the local authority, parents, healthcare professionals, and relevant charities.
- Staff training and awareness to ensure confidence in supporting pupils.
- Partnership working with parents and carers to provide continuity of care.
- Safeguarding pupils' dignity, safety, and emotional well-being at all times.

This policy aligns with the **DfE statutory guidance Supporting Pupils with Medical Conditions at School (2015)** and the **SEND Code of Practice (2015)**.

Procedures When a Child with Epilepsy Joins the School

When a child with epilepsy joins Elloughton, or a current pupil is diagnosed, the following will take place:

- An initial meeting with parents/carers (and the pupil where appropriate) to understand how epilepsy may affect their school life, learning, social interactions, and participation in activities.
- Completion of a **Parental Questionnaire for Students with Epilepsy**.
- Development of an **Individual Health Care Plan (IHCP)** in consultation with the family, healthcare professionals, and (if appropriate) the school nurse.
- Agreement on how epilepsy may be addressed as a whole-school issue, e.g. age-appropriate PSHE lessons or assemblies, to ensure peers understand the condition and respond calmly if a seizure occurs.
- Where necessary, input from the school nurse or epilepsy specialist nurse, particularly if emergency medication may be required.

Individual Health Care Plan (IHCPs)

Each pupil with epilepsy will have an IHCP that records:

- Seizure type(s) and individual first aid requirements.
- Medicines required (including emergency medication).
- Triggers, warning signs, and usual seizure length/recovery.
- Any adjustments to support learning, participation, or play.
- Training requirements for staff.

- Review arrangements (at least termly or sooner if the child's needs change).

The plan will be signed by the Headteacher and parents/carers. Copies will be stored securely and accessible to relevant staff.

Medication

No medicine will be given without written parental consent and agreement within the IHCP.

The plan will specify whether emergency medication is required (e.g. **rectal diazepam** or **buccal midazolam**).

Only trained staff will administer such medication. A list of trained staff and storage arrangements will be maintained.

Emergency medicines will be:

- Clearly labelled with the pupil's details.
- Stored securely in the school office medicine cabinet in line with the DfE guidance *Managing Medicines in Schools and Early Years Settings*.
- Easily accessible in case of emergency.

First Aid and Seizure Management

All relevant staff will receive epilepsy awareness and first aid training from the school nurse or epilepsy specialist nurse.

General procedure for tonic-clonic seizures (to be displayed in classrooms):

- Stay calm.
- Protect the child from injury (remove nearby harmful objects).
- Place something soft under their head.
- NEVER put anything in their mouth.
- Time the seizure. Call an ambulance if:
    - The seizure lasts longer than 5 minutes, or longer than usual for that child.
    - Another seizure begins before full recovery.
    - The child is injured, has breathing difficulties, or does not regain consciousness.
- Do not move or restrain the child unless they are in danger.
- When convulsions stop, place the child in the **recovery position**.
- Stay with the child until they are fully recovered and reassure them.
- Do not give food or drink until fully alert.
- Be discreet and respectful if incontinence occurs.

Seizure-specific guidance for other types will be detailed in the pupil's IHCP.

Learning and Behaviour

We recognise that some children with epilepsy may experience difficulties with memory, concentration, or fatigue, which can affect learning. Staff will:

- Monitor progress and ensure pupils do not fall behind.
- Communicate with parents if concerns arise.
- Involve the Inclusion Manager if additional support is needed.
- Consider an **Individual Education Plan (IEP)** or assessment by an educational/neuropsychologist where appropriate.

School Environment and Activities

All school staff are aware of the importance of a safe and supportive environment for pupils with epilepsy.

Reasonable adjustments will be made to ensure full access to the curriculum and wider school life, including clubs, trips, and residential visits.

Risk assessments will be completed for all out-of-school activities, with epilepsy needs included.

Meetings with parents will be held before residential visits to ensure staff are confident in managing potential risks and care requirements.

Policy Monitoring and Review

The Headteacher and Governing Body are responsible for monitoring the implementation of this policy.

IHCPs will be reviewed termly with parents/carers and updated if needs change.

This policy will be reviewed every three years or earlier if required by changes in legislation or guidance

Signed	**Bridgitte Holmes**
On behalf of	**Headteacher**
Date	**Autumn 2025**

Document Control

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