



Epilepsy Policy

Autumn Term 2020

Introduction

Elloughton Primary School recognises that epilepsy is a common condition affecting children and welcomes all children with epilepsy to the school.

Elloughton Primary School supports children with epilepsy in all aspects of school life and encourages them to achieve their full potential. This will be done by having a policy in place that is developed in conjunction with the local authority and understood by all school staff.

What to do when a child with epilepsy joins Elloughton Primary

When a child with epilepsy joins Elloughton Primary School, or a current pupil is diagnosed with the condition, a meeting will be arranged with the pupil and the parents to establish how the pupil's epilepsy may affect their school life. During the initial meeting **Parental Questionnaire for students with Epilepsy** will be completed. This should include the implications for learning, playing and social development, and out of school activities. They will also discuss any special arrangements the pupil may require e.g. teaching of ICT. With the pupil's and parent's permission, epilepsy will be addressed as a whole-school issue through assemblies and in the teaching of PSHE lessons. Children in the same class as the pupil will be introduced to epilepsy in a way that they will understand. This will ensure that children are not frightened if the child has a seizure in class.

The school nurse or an epilepsy specialist nurse may also attend the meeting to talk through any concerns the family or school may have, such as whether the pupil requires emergency medicine.

Individual Health Care Plan

An **Individual Health Care Plan** will be completed; this will record details of the child's epilepsy and learning and health needs.

The care plan will include issues such as administering medicine and any staff training needs. The plan will be signed by both the headteacher and the parents. This documentation will be stored and reviewed on a termly basis unless changes occur sooner.

Staff will be notified of any changes in the pupil's condition through regular staff briefings. This will make staff aware of any special requirements.

Medication

The Health Care Plan will identify any medicines or first aid issues of which staff need to be aware of. In particular it will state whether the pupil requires emergency medicine, and whether this medicine is rectal diazepam or buccal midazolam (side of mouth /gum). No medicines can be administered unless staff are trained and the parents have signed **Parental Agreement for School to administer Medicine**

Staff will be trained in the administration of these medicines. Names and location of all staff trained will be available. Emergency medicine will be stored in the medicine cabinet located in the school office in line with the DfES guidance found in *Managing Medicines in Schools and Early Year Settings*1.



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First Aid

First aid for the pupil's seizure type will be included on their Care plan and designated staff will receive basic training on epilepsy and administering medicine. This will be run by the specialist epilepsy nurse.

The following procedure giving basic first aid for tonic-clonic seizures will be prominently displayed in all classrooms.

First Aid for Tonic Seizures

Stay calm.

- If the child is convulsing then put something soft under their head.
- Protect the child from injury (remove harmful objects from nearby).
- **NEVER** try and put anything in their mouth or between their teeth.
- Try and time how long the seizure lasts – if it lasts longer than usual for that child or continues for more than five minutes then call medical assistance.
- If possible record the seizure.
- When the child finishes their seizure stay with them and reassure them.
- Do not try and move the child unless they are in danger.
- Do not try and restrain the child.
- Do not give them food or drink until they have fully recovered from the seizure.
- Aid breathing by gently placing the child in the recovery position once the seizure has finished.
- Sometimes a child may become incontinent during their seizure. If this happens, try and put a blanket around them when their seizure is finished to avoid potential embarrassment. First aid procedure for different seizure types can be obtained from the school nurse, the pupil's epilepsy specialist nurse or Epilepsy Action.

Learning and Behaviour

Elloughton Primary School recognises that children with epilepsy can have special educational needs because of their condition (*Special Educational Needs Code of Practice*²). Following the initial meeting, staff will be asked to ensure the pupil is not falling behind in lessons. If this starts to happen the teacher will initially discuss the situation with the parents. If there is no improvement, then discussions should be held with the school's Inclusion Manager.

If necessary, an Individual Educational Plan will be created and if the Inclusion Manager thinks it appropriate, the child may undergo an assessment by an educational or neuropsychologist to decide what further action may be necessary.

School Environment

The school understands the importance of having a school environment that supports the needs of children with epilepsy. This policy applies equally within the school and at any outdoor activities organised by the school. This includes activities taking place on the school premises, and residential visits. Any concerns held by the pupil, parent or member of staff will be addressed at a meeting prior to the activity or stay taking place.



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Adoption, Approval, Sign Off

Signed	
On behalf of	Headteacher
Date	Spring 2020

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