



# Hazel Slade Primary

Acting Principal: Mrs Sarah Camacho



## Diabetes Policy

### **POLICY STATEMENT**

Hazel Slade Primary Academy is an inclusive community that aims to support pupils with diabetes, ensuring they participate fully in all aspects of school life.

It recognises that diabetes is a long term medical condition where the amount of glucose in the blood is too high because the body is unable to use it properly

Hazel Slade Primary Academy is aware that diabetic pupils need immediate access to their medicine, monitoring devices and hypo packs at all times and therefore appropriate steps are taken to ensure easy access to these items

All staff are aware of what to do if a diabetic pupil becomes unwell. Hazel Slade Staff understand that pupils with diabetes may be embarrassed about their condition and may suffer bullying because of it. Procedures are in place to prevent this. Staff will work in partnership with other stakeholders, such as medical professionals, parents, pupils, etc. to ensure this policy is planned, implemented and maintained successfully

### **DIABETES MEDICATION**

#### **Storage**

Hazel Slade Primary Academy has a comprehensive Administration of Medicines Policy which covers all aspects of medicine storage, administration and monitoring and should be read in conjunction with this policy. It may be necessary for insulin to be stored in a fridge. Therefore the school will ensure that diabetic pupils and staff have easy access to a controlled medical fridge specifically for this purpose. Pupils are advised to have their insulin with them at all times, within appropriate storage devices, within the rooms/outdoor area they are working.

#### **Administration**

Medication is usually kept in the school office as per Hazel Slade Primary Academy Storage and Administration of Medication Policy, however in the case of a diabetic pupil; these medicines are therefore to be kept with the pupil.

Diabetic pupils will administer their own medication if they are able to do so, any student who requires support with this will be supported by an adult who has received the training from both the diabetic nurse professionals and the parents.

Medication can only be given to person named on prescription.

#### **Off Site**

Diabetes should not prevent a pupil from going on school trips or residential. Careful planning is essential and the Trip Leader should liaise with the family and pupil prior to any trip. Staff must ensure that they have completed a Risk Assessment before any student is taken off site. Each Diabetic pupil should only leave the school site once the Trip leader has accessed and retained a copy of their individual care plan and has checked that all control measures are in place (e.g. medications, blood glucose monitoring equipment etc)

#### **Supplies**

Pupils, Families and Staff are advised to ensure they have adequate supplies of their medication and hypo kits.



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## Sharps

Diabetic medication and monitoring necessitates may require the need for the use of sharps. All sharps should be disposed of in a yellow sharps container; provided by the parents/Diabetic Nurse team.

Any incidents where this has not been followed should be immediately reported to the Health and Safety Compliance Manager.

## RECORD KEEPING AND CARE PLANNING

When a pupil starts at Hazel Slade Primary Academy with a diagnosis of diabetes it must be accurately logged on the pupil information file, which is completed by a parent/guardian. It is important that parents keep the school informed of any changes to the pupils' care.

## Care Plan

A care plan will be devised and agreed in liaison with the Community Diabetic Nursing Team and the Parents. The Individual Care plan should describe the responsibility of all parties, address the pupil's specific needs and provide clear instructions for ongoing and emergency care. It should be regularly reviewed and updated

## EXERCISE AND ACTIVITY

Pupils are encouraged to manage their diabetes to enable them to be involved in all school activities. Pupils must have access to medication and hypo packs during times of activity. It is the responsibility of the teacher to ensure that this is in place. It is important to recognise it is potentially just as dangerous to exercise with glucose levels TOO HIGH as TOO low and therefore it is important that blood glucose testing is performed before and after activities (unless stated otherwise on the care plan) and before any snack is eaten (unless stated otherwise on the care plan). Staff should all know of any diabetic pupils they teach and should ensure that they have a working knowledge of their care plans. Any member of staff can ask for diabetes training.

## SCHOOL ENVIRONMENT

Hazel Slade Primary Academy does all it can to ensure the school is inclusive to pupils with diabetes. The school has first aid information on how to deal with Diabetic emergencies within the care plans and as part of regular yearly training.



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## ROLES AND RESPONSIBILITIES

Hazel Slade Primary Academy works in partnership with all relevant and interested parties including School Governors, all Staff, Parents and Pupils.

### The School:

Employers have a responsibility to:

- ensure the health and safety of their employees and anyone else taking part in school activities. This responsibility extends to those staff leading activities off site e.g. field trips, outings, etc. Therefore employers need to ensure an appropriate diabetes policy is in place and trips are adequately risk assessed
- develop, implement and monitor a Diabetes policy
- provide support and training for teachers who volunteer to administer medicines to pupils with diabetes who need help

### School Staff:

All school staff has a responsibility to:

- Understand Hazel Slade Primary Academy Diabetes Policy
- To attend a First Aid Training Course
- To attend Diabetes Information Training provided by trained professionals
- Know which pupils they come into contact with have Diabetes
- Know what to do should a diabetic pupil become unwell
- Allow pupils with diabetes immediate access to their required medication/treatment
- Inform parents immediately if a pupil is unwell
- Ensure diabetic pupils have their medication/treatment with them
- Allow pupils who have been unwell time to catch up on missed work
- Liaise with parents and the Head teacher if a pupil is falling behind on work due to becoming unwell

### Pupils:

Pupils have a responsibility to:

- Treat other pupils with and without diabetes equally
- Let any diabetic pupil with symptoms use their medication and ensure a member of staff is informed when the pupil is not well
- Treat all medication with respect
- Know how and when to take their diabetes medication (age appropriate)
- Ensure a member of staff is contacted if someone with diabetes becomes unwell



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## Parents:

Parents have a responsibility to:

- Inform the school if a diabetes diagnosis has been made and what medication is taken as soon as possible
- Inform the school office / class teacher / Headteacher of any changes to treatment plan or any problems with diabetes when pupil not at school
- Update the school after any Consultant/Hospital visits
- Ensure pupil has medication and hypo kits are fully stocked and that it is in date when they return to school after holidays/breaks

Policy January 2020

Sources of Reference: • <https://www.diabetes.org.uk/Guide-to-diabetes/Schools/Diabetes-in-schools-legalinformation/> • <http://medicalconditionsatschool.org.uk/>



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