

Policy Statement

- Stowe School is an inclusive community that aims to support pupils who may have seizures, ensuring they participate fully in all aspects of school life.
- A seizure is a common neurological condition caused by a sudden burst of intense electrical activity in the brain, which can temporarily disrupt the way messages are sent between brain cells. This can cause changes in a person's awareness, behaviour, emotions, sensations and/or motor functions. Not all seizures are due to Epilepsy. 1 in 20 people will have a non-epileptic seizure at some time.
- All staff must be aware of what to do if a pupil has a seizure.
- Stowe Staff understand that pupils that have seizures may be embarrassed if they have one in school, they may suffer bullying because of it. Procedures are in place to prevent this

Procedure

- If a pupil is found to be having a seizure it is important **NOT** to restrain them in any way, simply ensure they are safe by clearing the surrounding area to avoid further injury.
- Note the time the seizure starts and any triggers.
- Contact the medical centre for guidance/assistance.
- Once the seizure has finished place the person in the recovery position.
- If the pupil is known to have seizures then an ambulance is only required if the seizure lasts 2 minutes longer than their regular seizure (if unknown then call an ambulance if the seizure lasts more than 5 minutes).
- Provide advice and support to any pupils/staff that witnessed the seizure.

Medication

- Any pupils taking prescribed medication for Epilepsy will have oral medication which is either kept with Matron in a locked cupboard as per *Stowe School Storage and Administration of Medication Policy* or self-administered.
- If the pupil has been assessed as competent to self-administer medication by a member of the medical team and completed a self-medication form, the pupil can administer their own medication. 6th formers are deemed as competent without this assessment form being completed
- Medication must only be given to person it is prescribed for.

Record Keeping

- When a pupil starts at Stowe School a tendency to have seizures is usually identified on the Health History Form which is completed by a parent/guardian prior to arrival. We ask Parents to ensure that detailed information is given on this form with correct names and instructions for all medication.
- If a new diagnosis is made during school holidays it is important that parents contact the school doctor with all the relevant information at that time.
- All pupils that have seizures will have a Doctor and House Nurse appointment within the first half term. They are followed up regularly by their House Nurse.
- A care plan is devised and sent to parents for approval. The pupil has to consent to sharing this information with school. It is then uploaded onto iSams for school staff to access as necessary.
- A hard copy is also kept in the Medical Centre.

Exercise and Activities

- Exercise and physical activity is good for every pupil including those who have epilepsy
- Pupils are encouraged to be involved in all school activities.
- Ensure staff leading swimming lessons are aware if a pupil has a history of seizures.

Roles and Responsibilities

- Stowe School works in partnership with all relevant and interested parties including School Governors, all Staff, Parents, pupils, pupils GP and specialist Doctor/consultant and the Medical Centre Staff to ensure the policy is planned, implemented and successfully maintained.

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 seizures policy is in place and trips are adequately risk assessed
- develop, implement and monitor a seizure policy
- provide indemnity for teachers who volunteer to administer medicines to pupils who suffer with seizures who need help
- Offer training and support via the School's Medical Centre

School Staff

All school staff have a responsibility to:

- Understand Stowe School Seizure Policy
- To attend a First Aid Training Course.
- Know which pupils they come into contact with who could have a seizure
- Know what to do in the event of a seizure
- Inform MC immediately if a pupil has a seizure
- Allow pupils who have been unwell time to catch up on missed work
- Advise a pupil to seek advice from MC if tiredness is due to nocturnal seizures
- Be aware that pupils who suffer from seizures may have difficulty concentrating, work slower than others, and become tired more frequently.
- Look out and report any episodes of bullying.

Medical Professionals

The Medical Professionals have a responsibility to:

- Monitor, treat and educate
- Develop/update/review individual seizure/epilepsy care plans and share with parents, pupil and school staff via the Isams system
- To devise/update as necessary the school Seizure Policy (Senior Nurses). This process is overseen by the Medical Officer and is in line with local and national guidance.
- Offer training to staff as required, to ensure all educational needs are met.
- Provide medical assistance
- Ensure pupils with seizures know when they need to seek medical help with managing their condition
- To conduct regular medication reviews (Medical Officer).
- To see all new pupils who suffer with seizures within the first half term of school (Medical Officer and House Nurse)

Pupils

Pupils have a responsibility to:

- Treat other pupils with Epilepsy with respect
- Treat all medication with respect
- Know how and when to take their medication
- Ensure a member of staff and MC contacted if someone having a seizure

Parents

Parents have a responsibility to:

- Inform the school if an epilepsy diagnosis has been made and what medication is taken
- Inform the MC of any changes to treatment plan or any problems with epilepsy when pupil not at school
- Update the school after any Consultant/Hospital visits
- Ensure pupil has medication and it is in date when they return to school after holidays/breaks

Sources of reference

www.epilepsysociety.org.uk

www.epilepsy.org.uk/education

Medical Conditions at School : A policy resource pack