

21 December 2017

Dear Parents / Carers

Supporting Students with Medical Conditions – keeping students safe and well

Outwood Grange Academies Trust is fully committed to providing students with medical conditions, the same opportunities as others at the Academy in line with the statutory guidance 'Supporting pupils with medical conditions' December 2015 and the 'Children and Families Act 2014'.

The government's statutory guidance is revised annually however the 2016 revision has been formally extended to autumn 2017, however this has not yet been released. Therefore, as part of OGAT's commitment to ensuring students remain safe and well, the Trust has reviewed our existing Managing Medicines Policy which has now been replaced with a Supporting Students with Medical Conditions Policy. This is available on the Academy website by clicking [HERE](#) or paper copies may be requested via the Academy office.

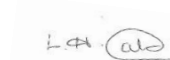
This policy covers all aspects of supporting medical conditions including long and short term illnesses and the administration of medication. It informs parents/carers of the roles and responsibilities for them and the Academy, and procedures that are in place should you require the Academy to administer your child medication.

As part of the policy revision the Trust has further increased the continued professional development levels of staff in relation to medication, to ensure that they receive the best knowledge to be able to care for your child. Subsequent to this training, we have revised procedures that may have an impact on the Academy your child attends; if you have any queries regarding this then please contact the relevant academy's Inclusion Co-Ordinator who will be able to go through these with you. You can do this either by clicking [HERE](#) or contacting the main reception.

Any changes in practice and procedure will be introduced at the start of January with the expectation that they are fully implemented by the end of the half term.

We thank you for your continued support.

Yours faithfully



Laura Calton
Communications and Compliance Officer

Outwood Grange Academies Trust, a company limited by guarantee registered in England and Wales with company number 06995649.

Registered office address: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF.

VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.

A list of Directors' names is open to inspection at our registered office.