

### Purpose of this policy

The purpose of this policy is to ensure all pupils with Type 1 diabetes are encouraged and supported to participate safely and fully in school life.

### Guidance

Type 1 diabetes is a serious, lifelong condition where blood glucose is too high as the body can not make the hormone insulin. Therefore, insulin treatment must be given by injection several times a day or via a continuous insulin pump.

People with type 1 diabetes will need to regularly check their blood glucose levels to ensure their levels are within their targeted range.

Hypoglycaemia occurs when the blood glucose is too low (under 4mmol/l).

Hyperglycaemia occurs when the blood glucose is too high (typically greater than 11.0mmol/l after eating)

### Diabetes medication

#### Storage

Stowe School 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 pupils and staff who have diabetes have access to a controlled medical fridge specifically and regular fridge temperature checks are made.

Pupils are advised to carry their insulin with them at all times, within appropriate storage devices.

#### Administration

Oral medication is either kept with Matron in a locked cupboard as per *Stowe School Storage and Administration of Medication Policy* for the lower school, or if the pupil has been assessed as competent by a member of the health centre team and completed a self-medication form the pupil can administer their own medication. 6<sup>th</sup> formers are deemed as competent without this assessment form being completed

Diabetic pupils will administer their own insulin. Any pupil who requires support with this will attend the Health Centre. The school will ensure there is a safe place for the pupil to deliver their insulin.

If the pupil uses an insulin pump a supply of short acting insulin will be kept at the Health Centre and in the boarding house (if boarding) for emergency use.

Any medication is only to be given to the person named on the prescription.

### Off Site

Diabetes should not prevent a pupil from going on school trips or overnight residential trips. Careful planning is essential, the Trip Leader should liaise with the health centre staff 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.

### Supplies

Pupils are advised to ensure they have adequate supplies of their medication and all monitoring supplies. For boarding pupils, repeat prescriptions can be requested via their Matron, once the pupil is registered with Brackley Medical Centre. Sixth form students will be supported to order their own repeat prescriptions through Brackley Medical Centre. It is the pupil's responsibility to ensure their insulin is in date.

### Sharps

Diabetic medication and monitoring necessitate the need for the use of sharps. All sharps should be disposed of following the schools *Clinical Waste Risk Assessment*. 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 Stowe School a diagnosis of diabetes is usually identified on the Health History Form which is completed by a parent or guardian prior to starting school at Stowe.

The medical officer or nurse manager will contact the pupil's parents and Specialist diabetes team when they have been informed of a new pupil with diabetes (usually before admission) so that liaison and meetings can take place as soon as possible.

### Care Plan

A care plan is devised by the house nurse in partnership with the pupil, parents and specialist diabetes team if their input is required. It will be sent to the parents for approval, then uploaded onto iSams for school staff to access as necessary. A hard copy is also kept in the Medical Centre.

The individual health care plan should 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. It is important that pupils with diabetes participate in physical activity for their long-term health.

Pupils must have access to medication and hypo packs during times of activity. It is the responsibility of the activity leader to ensure that this is in place. The Health Centre and House can support with supplies if necessary.

It is important that blood glucose testing is performed before, during and after sport, activity or PE. Activity may affect blood glucose levels, depending on intensity, duration and how close to the activity an insulin dose is.

Prevention of low blood glucose during and after sport is important, therefore pupils with diabetes should be allowed to eat a carbohydrate snack at any time of the day, they also may need a sports drink.

Staff should all know of any diabetic pupils they teach and should ensure that they have a knowledge of their care plans. If a diabetic pupil uses an insulin pump, they may be required to disconnect their pump for sporting activities, this will be documented in the individuals care plan.

Any member of staff can ask for diabetes training via the Health Centre. There is online training available via Educare which all staff can access at a time convenient to them.

### Roles and responsibilities

Stowe School works in partnership with all relevant and interested parties including School Governors, all Staff, Parents, Pupils and the Health 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. 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 indemnity for teachers who volunteer to administer medicines to pupils with diabetes who need help.
- Offer training and support to staff via the School's Health Centre.

#### School Staff

School staff have a responsibility to:

- Understand the Stowe School Diabetes Policy.
- To attend a First Aid Training Course.

- To attend Diabetes Information Training provided by the Health Centre or online education via Educare.
- Know which pupils have Diabetes. This information can be found on health needs posters around the school and on iSams.
- Ensure diabetic pupils have their diabetic monitoring and medication/treatment with them.
- Allow pupils with diabetes immediate access to their required diabetes monitoring equipment, medication or treatment.
- Understand diabetic pupils may need access to their personal mobile device if it has access to blood glucose monitoring and specific apps to aid diabetes management.
- Know what to do should a diabetic student become unwell with hypoglycaemia (low blood glucose).
- Inform the Health Centre immediately if a pupil is unwell and follow the advice given. All staff must recognise that if a pupil's blood glucose is below 4mmols the pupil will need to eat/drink immediately, they must not be left alone and it may not be safe to send them to the Health Centre until their blood sugar is above 4mmol.
- Allow a diabetic pupil to attend the health centre if their blood sugar is over 14mmols.
- Allow pupils who have been had time away from lessons due to diabetic symptoms or hospital clinic reviews time to catch up on missed work.
- Advise a pupil to seek advice from the Health Centre if symptoms cause tiredness or interfere with their work. Liaise with House if a pupil is falling behind on work.
- Inform the Health Centre if they have concerns that the pupil is struggling to manage their diabetes so that support strategies can be implemented
- Be aware of the potential social problems that pupils with diabetes may experience and use this knowledge, alongside the Stowe's bullying policy, to help prevent and deal with any problems.

#### Medical Professionals

The Health Centre team have the following responsibilities:

- The house nurse and medical officer will see all new pupils with diabetes as soon as possible when they start at Stowe School following a handover from their previous school where possible
- The house nurse will develop, review and update individual diabetes care plans and share with the pupil, parents and house. This will be with school staff via the iSams system.
- Liaise regularly with specialist team and consultant
- Advise parents/guardians at the earliest opportunity if a student attends with a hypoglycaemic or hyperglycaemic episode and update within the 3 hour stabilisation window
- The house nurse and nursing team will ensure pupils with diabetes know when they need to seek medical help with managing their condition.
- The medical officer will conduct regular medication reviews.

- Senior nurses will devise and update the school Diabetes Policy. This is overseen by the Medical Officer and is in line with local and national guidance.
- Offer support and training to staff as required and liaise with the specialist diabetes team for expert training if required.
- Assist diabetic pupils if they are feeling unwell or worried, or if their blood sugar is out of the target range set on their care plan. The duty nurse will follow the care plan and update house and the pupils' parents as necessary.

### Pupils

All pupils have a responsibility to:

- Treat other pupils with and without diabetes equally.
- Treat all medication with respect.
- Ensure a member of staff or the Health Centre is contacted if someone with diabetes becomes unwell.

Pupils with diabetes have a responsibility to:

- Be as independent as possible with blood glucose checking and insulin administration as agreed with the diabetes team and ask for help when needed.
- Aim to keep blood sugars within the target set by their diabetes team and ask for help when needed.
- Attend the health centre if their blood sugar is over 14mmols.
- Alert a member of staff immediately if their blood sugar is lower than 4mmols and treat as described in their care plan.

### 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 and with adequate information.
- Inform the Medical Centre of any changes to treatment plan or any problems with diabetes when the pupil is not at school.
- Update the school after any Consultant/Hospital visits.
- Work in collaboration with the school and health centre
- Collect their child or make arrangements with guardians, if blood sugar levels cannot be stabilised to within their normal range within three hours following a hypoglycaemic or hyperglycaemic episode
- Give consent for the pupil to have an annual influenza vaccination as recommended by Public Health England.
- Ensure the pupil has adequate supplies of medication and it is in date when they return to school after holidays and breaks.

Sources of Reference:

- <https://www.diabetes.org.uk/guide-to-diabetes/your-child-and-diabetes/schools>
- <http://www.medicalconditionsatschool.org.uk/>