

# St Cyprian's Greek Orthodox Primary Academy

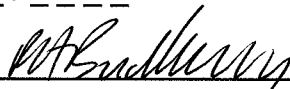


## Epilepsy Policy

Revised: July 2016

Reviewed and ratified by Full Academy Trust

Date: 11/07/16

Signed: 

Name: \_\_\_\_\_

Position: \_\_\_\_\_

## **Mission Statement**

The aim of St Cyprian's Greek Orthodox Primary Academy is to provide its children with primary education of the highest quality in a supportive learning environment through the national curriculum in the core subjects, enriched by the progressive teaching of the Greek language and Christian Orthodox religion.

The children will be equipped with the knowledge, skills and spirituality to enable them to achieve their full potential and prepare them for transition to secondary education and to contribute positively to the challenges of a diverse multicultural society.

## **Statement of Intent**

This policy is intended to ensure that St Cyprian's Primary Academy fully meets the needs of pupils who have epilepsy and that all pupils who have epilepsy achieve to their full potential. It has been prepared with reference to information available from Young Epilepsy.

Our School Epilepsy Champion is Mrs M Mantilas.

St Cyprians Primary Academy will maintain the informal post of a School Epilepsy Champion, who has received training in epilepsy and supporting children who have epilepsy in school. The School Epilepsy Champion will take a leading role ensuring that the following epilepsy policy is adhered to.

St Cyprian's Primary Academy will ensure that all pupils who have epilepsy achieve to their full potential by:

- Keeping careful and appropriate records of students who have epilepsy
- Recording any changes in behaviour or levels / rates of achievement, as these could be due to the pupil's epilepsy or medication
- Closely monitoring whether the pupil is achieving to their full potential
- Tackling any problems early

St Cyprian's Primary Academy will ensure that all pupils with epilepsy are fully included in school life, and are not isolated or stigmatised. We will do this by:

- Offering support in school with a mentoring or 'buddying' system to help broaden understanding of epilepsy
- Supporting pupils to take a full part in all activities and outings (day and residential)
- Making necessary adjustments through differentiated learning activities and timetable.
- Giving voice to the views of pupils with epilepsy, for example regarding feeling safe, respect from other pupils, teasing and bullying, what should happen during and following a seizure, adjustments to support them in learning, adjustments to enable full participation in school life and raising epilepsy awareness in school.
- Raising awareness of epilepsy across the whole school.

## **Communication**

**With Parents** When a pupil who has epilepsy joins St Cyprian's Primary Academy or an existing student is diagnosed with epilepsy, School Epilepsy Champion will meet with the parents to:

- Discuss the pupil's medical needs, including the type of epilepsy he or she has.
- Discuss if and how the pupil's epilepsy and medication affect his or her ability to concentrate and learn, and how the pupil can be supported with this.

- Discuss any potential barriers to the pupil taking part in all activities and school life, including day and residential trips, and how these barriers can be overcome.
- Advise parents of the school's epilepsy policy and the presence of the School Epilepsy Champion.
- Discuss with parents the arrangements for ensuring that all relevant staff are trained and other pupils are epilepsy aware.
- Ensure that both medical prescription and parental consent are in place for staff to administer any necessary medication.
- Initiate the completion of a Health Care Plan<sup>i</sup>, including types of seizures, symptoms, possible triggers, procedures before and after a seizure and medicines to be administered.
- Discuss how the school, parents and pupil can best share information about the pupil's progress in school and any changes to his or her epilepsy and medication.

A record of what was discussed and agreed at this meeting will be kept by the school<sup>ii</sup>.

After the initial meeting, the school will continue to share information with the pupil's parents and to involve the parents in any decision making process. Where appropriate the pupil will also be involved in this process.

We will ensure that staff are epilepsy aware and know what to do if a pupil has a seizure.

If needed, there will be a trained member of staff available at all times to deliver emergency medication.

Date of next review: July 2017

## Appendix 1

### **Useful forms available from Young Epilepsy**

The following can be requested from Young Epilepsy by emailing [info@youngepilepsy.org.uk](mailto:info@youngepilepsy.org.uk):

- Contact details form,
- Current medication record.

The following can be downloaded from the Young Epilepsy website:

- [Individual Healthcare Plan](#),
- [Record of the Use of Emergency Medication](#),
- [Seizure Record Chart](#),
- [Seizure Description Chart](#).

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<sup>i</sup>Young Epilepsy's [Individual Healthcare Plan](#).

<sup>ii</sup> See the following forms available from Young Epilepsy by emailing [info@youngepilepsy.org.uk](mailto:info@youngepilepsy.org.uk):

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