



## Epilepsy Policy-School clinic

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Revision	Date	Comment
Original	22 <sup>nd</sup> November 2021	First Edition
Revision	14 <sup>th</sup> September 2022	General Revision

### 1. Policy:

This policy is intended to ensure that DISD 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.

- 1.1. DISD will ensure at least one member of staff has training in epilepsy and supporting children who have epilepsy in school medically, socially and academically. That person will lead on ensuring that the epilepsy policy is followed.
- 1.2. DISD 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 behavior 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
- 1.3. DISD will ensure that all pupils with epilepsy are fully included in school life, and are not isolated or stigmatized.

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 e.g. exam timings, coursework deadlines, timetables
  - 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 community, including pupils, staff and parents.
- 1.4. DISD will liaise fully with parents and health professionals by:
  - Letting parents know what is going on in school
  - Asking for information about a pupil's healthcare, so that we can fully meet their medical needs
  - Asking for information about if or how the pupil's epilepsy and medication affect their concentration and ability to learn
  - Informing parents and health professionals (with the parent's permission) of changes to the pupil's achievement, concentration, behavior and seizure patterns.



- 1.5. We will ensure that staff are epilepsy aware and know what to do if a student has a seizure. If needed, there will be an appropriately trained member of staff available at all times to deliver emergency medication.

## **2. Communication**

### **2.1. With Parents:**

When a student who has epilepsy joins DISD or an existing student is diagnosed with epilepsy, a meeting will be arranged with the parents (and pupil where appropriate) to:

- Discuss the student's medical needs, including the type of epilepsy he or she has.
- Discuss if and how the student's epilepsy and medication affect his or her ability to concentrate and learn, and how the student can be supported with this.
- Discuss any potential barriers to the student taking part in all activities and school life, including day and residential trips, and how these barriers can be overcome.
- Advise parents and the student of the school's epilepsy policy
- Discuss with parents and the student 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 an Individual Healthcare Plan, including types of seizures, symptoms, possible triggers, procedures before and after a seizure and medicines to be administered.
- Initiate the completion of an Individual Education Plan for the pupil.
- Discuss how the school, parents and student can best share information about the pupil's progress in school and any changes to his or her epilepsy and medication

### **2.2. With School staff**

- All appropriate staff, including teachers and office staff will be told which children in the school have epilepsy, and what type of epilepsy they have.
- All staff (teaching and support) who are responsible for a child with epilepsy, will receive basic epilepsy awareness training, including what to do if a child has a seizure.
- New staff will be given this information as part of their induction.
- Supply staff, who will be responsible for a child with epilepsy, will be given information about epilepsy, including what to do if a child has a seizure, before they begin working in the school.
- At the beginning of the academic year or immediately following the pupil's diagnosis, a meeting will be arranged to discuss the student support needs.
- At this meeting all attendees will be given a copy of the student's Individual Education Plan and Individual Health Plan.
- One named member of staff will take responsibility for sharing any changes to the pupil's Individual Healthcare Plan and Individual Education Plan, with appropriate members of staff.