



February 2023

Dear Parent/Carers

### DEVELOPING AN INDIVIDUAL HEALTHCARE PLAN FOR YOUR CHILD

At CAEA we have a statutory duty to make arrangements to support pupils with medical conditions. We need to ensure that children and young people with medical conditions affecting either their physical or mental health (or both) are properly supported in school so that they can play a full and active role in school life, remain healthy, and achieve their academic potential. Please find enclosed some information on what an **Individual Healthcare Plan** is.

A central requirement of the policy is for an individual healthcare plan to be prepared, setting out what support each pupil needs and how this will be provided. Individual healthcare plans are developed in partnership between the school, parents, pupils, and the relevant healthcare professional who can advise on your child's case. The aim is to ensure that we know how to support your child effectively and to provide clarity about what needs to be done, when and by whom. Although individual healthcare plans are likely to be helpful in the majority of cases, it is possible that not all children will require one. We will need to make judgements about how your child's medical condition impacts on their ability to participate fully in school life, and the level of detail within plans will depend on the complexity of their condition and the degree of support needed.

A meeting to start the process of developing your child's Individual Healthcare Plan will be scheduled with you via zoom in the near future and I will be in contact with you via email. If you would like to invite another medical practitioner, healthcare professional or specialist to the meeting please do so, and inform me of who will be attending the meeting.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Mrs Beadman".

Mrs Beadman  
Head of Medication

Enc:  
Individual Healthcare Plan – General Information  
Individual Healthcare Plan Form



## What is an Individual Healthcare Plan (IHP)?

Under the Children and Families Act 2014, schools and education settings have a statutory duty to make arrangements to support pupils with medical conditions. The aim is to ensure that children and young people with medical conditions affecting either their physical or mental health (or both) are properly supported in school so that they can play a full and active role in school life, remain healthy, and achieve their academic potential.

An Individual Healthcare Plan (known as an IHP) is a shared plan that is written in collaboration between healthcare and education practitioners, parents and children or young people. An IHP primarily clarifies medical needs and care as it relates to school, including emergency arrangements and daily medical care. IHPs also support conversations and planning about the impact of medical needs upon a child's education, identity, inclusion and personal experiences. An IHP is a graduated approach which includes identifying universal, targeted and specialist provision.

### Who is an IHP for?

An IHP can be completed for any child or young person who has medical needs or conditions which affects the child's health and wellbeing, even for conditions that pupils may generally be able to manage well in their day-to-day life, such as asthma or diabetes. The IHP is a non-statutory document which means that it can be used for any child where it would be helpful to ensure safety, establish a shared understanding of additional needs and support planning. Any parent or practitioner can suggest that an IHP is completed and contribute towards one.

An IHP is distinct from an Education Health and Care Plan (EHCP). An IHP can be put into place as soon as a health need is identified, does not depend on a formal statutory process, and it can be reviewed at any time if health needs change. Education settings have a statutory duty to meet any special educational needs which have been identified.

### Which practitioners can collaborate on an IHP?

Anyone who is involved in the care and support of a child's medical and educational needs could collaborate on an IHP.

Healthcare professionals (e.g. Hospital Consultants, Paediatricians, Physiotherapists, Speech and Language Therapists, Occupational Therapists) will provide information around the child's medical difficulties and the necessary interventions or treatments. Specialist Nursing teams and School Nurses will have further advice around how the child's medical needs might be met within school and if additional training or support is needed to meet medical needs safely.

A school's SENCo or medication lead of staff is likely to coordinate an IHP by holding a review of a child's additional and special educational needs. School staff will need to consult with medical professionals to ensure that interventions and treatments are delivered correctly and safely.

Class teachers, teaching assistants, pastoral and support staff can help recognise the impact of medical needs upon a child's educational experiences and contribute to planning.

Additional advice or collaboration may come from external practitioners such as Health Visitors, Educational Psychologists, Visual or Deaf and Hearing Impairment Teams, SEN Inclusion Team, Attendance, and relevant Third Sector organisations.



## **How do children, young people and families contribute to an IHP?**

Parents and carers are key to successful IHPs as they will understand how a child's medical needs affect their personal experiences. Parents and carers are likely to have a detailed understanding of their child's medical history and have experience of meeting the child's medical needs at home. Parents should be involved in the writing of the IHP and its review, yearly or when required i.e. medication changes/needs.

Children and young people should be supported to contribute their views and share what is important to them. Any adult around the child can support the child's agency and ensure that their voice is not lost in the process. Children and young people should be encouraged to be part of the IHP process, particularly when they are aged 14+ and are preparing for adulthood.