

Diabetes Guidance

Reviewer: W Prince / S Hicks

Date: November 2021

Approved: Academy Committee

Review: November 2024

(or sooner if a change in legislation necessitates a review)

- Staff will be made aware of students who have diabetes via:
 - SIMS
 - The Confidential Medical Information document; emailed to all staff and hard copies to Departments
 - The Confidential Exceptional Medical Information document; emailed to all staff and hard copies to Departments
 - Student's photos and diagnosis booklets displayed in the staffroom and Canteen
 - Newly diagnosed students will have their information circulated via email, Staff Bulletin and the Monthly Health Update
 - Diabetic Card carried by students

- An Individual Health Care Plan will be devised for each student with diabetes in liaison with parents/carers and their Paediatric Diabetes Specialist Nurse (PDSN).
- Parents/Carers are requested to provide 'back-up' equipment and a hypo kit which will be stored in an easily accessible place in the Medical Room.
- A spread sheet of all medication stored in school will be maintained. This will be checked regularly by the School Nurse/School Nurse Assistant and parents reminded to replace any medication that is due to expire.
- Whilst in school students with diabetes are encouraged to test/check their blood glucose level (**BGL**) whenever they feel it necessary and take the appropriate action afterwards. This procedure can be carried out in the classroom, medical room or designated area as per each student's preference in agreement with parents/carers and PDSN.
- Students with diabetes must be allowed to attend the Medical Room on request, they should always be accompanied by another student. If staff have any concerns the School Nurse or School Nurse Assistant should be called to attend.
- Students with diabetes, if they wish, may leave period 4 or 6 a few minutes early to attend the Medical Room and to jump to the front of the canteen queue if needed.
- Students with diabetes who have a BGL sensor fitted will need to have access to their mobile phone app; staff will be advised of these students.

- All students should:
 - Test/check BGL, calculate carbohydrates to be eaten and inject/bolus insulin dose as calculated by their glucometer each time they eat/drink. The venue for this is usually the Medical Room but may vary as per prior arrangement with student and parent/carer.
 - Safely store in their diabetes case, inside their bag, any used needles not able to be immediately disposed of in the Medical Room sharps bin. These should be disposed of either at home or in the sharps bin as soon as is practical.

- As a minimum; be in contact with the School Nurse/Assistant at least daily to document and discuss their BGL, diet, carb calculation and insulin injected that day.
- Seek assistance/attend Medical Room if feeling unwell and/or BGL <4mmol/L (Hypoglycaemic) or > 14mmol/L (Hyperglycaemic). If previously agreed by Parents/Carers and PDSN, students may self-manage a hypo if they feel confident to do so but should advise School Nurse/Assistant as soon as practical.
- Carry a hypo kit.
- Test/check BGL prior to PE as deemed necessary by parents/carers and PDSN.
- Take glucometer/mobile phone and hypo kit to PE.

Trips

- The Contact and Health Information Sheet for each trip will identify those students who have diabetes.
- For day trips a 1:1 meeting regarding the individual student will occur between the Trip Leader and/or staff member responsible for care and the School Nurse in consultation with parents/carers as required.
- Relevant documentation will be taken on the trip.
- A Hypo kit will be taken on all trips.
- Students will be asked to show their glucometer/phone and insulin pen/pump just prior to going on the trip.
- Students will record BGL, diet, carb calculation and insulin injected throughout the day.

In addition for Residential Trips

- A meeting between Parents/Carers, School staff, student and PDSN will occur in good time prior to the trip to plan diabetes management and provide extra training as necessary for staff.
- A back-up supply of insulin and equipment will be taken.

Training

- All staff will be given annual awareness training on diabetes.
- All First Aiders will be given additional training on diabetes management.
- Additional 1:1 training re individual students as required.

Approved by Academy Committee

Signed Date