

Individual Healthcare Plan (IHCP)

Suffolk County Council – Education Settings

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1. Child / Young Person Details

- Name:
- Date of Birth:
- Year Group / Setting:
- Address:
- NHS Number (if relevant):

2. Key Contacts

Role	Name	Contact Details
Parent / Carer		
School IHCP Lead (e.g. SENCo)		

GP / Consultant (if relevant)		
Transport Provider / Escort (if relevant)		

3. Medical Condition Overview

Diagnosis / condition:

Summary of presentation in school:

Known triggers / variability:

Impact on education and participation:

- Attendance:
- Learning:
- Fatigue / regulation:

4. Daily Management in School

Medication:

- Name, dose, timing
- Storage arrangements
- Who administers

Monitoring requirements:

- Symptoms or behaviours to observe

Adjustments required:

- Timetable / pacing
- Breaks / rest
- Access to food, fluids, quiet space, sensory regulation

Independence:

- What the young person can manage themselves
- What support is required

5. Emergency / Escalation Plan

Early warning signs:

Response steps (in order):

- 1.
- 2.
- 3.

When to contact parents or carers:

When to call emergency services:

6. Transport to and from School

6.1 Type of Transport:

- Independent travel / escorted / LA transport / taxi
 - Additional supervision (if required)
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6.2 Health Risks During Travel:

- Potential risks during journey:
 - Known triggers (e.g. noise, crowds, transitions):
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6.3 Required Adjustments:

- Seating (e.g. near front, consistent place)
 - Timing (staggered start / flexible arrival)
 - Reduced journey time / route adaptations
 - Required equipment accessible during travel
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6.4 Escort / Driver Responsibilities:

- Monitoring requirements
 - Required knowledge / training
 - Emergency response actions
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6.5 Communication Arrangements:

- Daily communication (if required)
 - Information sharing between:
 - School
 - Parents
 - Transport provider
-

6.6 Contingency Planning:

- If unwell before transport
 - If symptoms occur during journey
 - Alternative arrangements
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6.7 Risk Assessment:

- Linked transport risk assessment (Yes / No)
 - Date of assessment:
 - Responsible officer:
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7. Attendance and Flexibility

- Agreed absence parameters
 - Part-time timetable arrangements (if applicable – please ensure this is compliant with SCC/DfE guidance)
 - Flexible start / finish times
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8. Social, Emotional and Mental Health Considerations

- Emotional impact of condition
 - Anxiety related to school / transport
 - Support strategies
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9. Roles and Responsibilities

Role	Responsibilities
School	
Parent / Carer	
Young Person	
Transport Provider	

10. Training Requirements

- Staff requiring training:
- Training completed (date):
- Review schedule:

11. Review Arrangements

- Review date:
- Interim review triggers:
 - Change in condition
 - Hospitalisation
 - Transport concerns

Signatures

- Parent / Carer:
- Young Person (Where they have appropriate capacity):
- School/ setting:
- Health Professional (if applicable):