

TECOMA PRIMARY SCHOOL OSHC MEDICAL CONDITIONS POLICY

POLICY STATEMENT

Tecoma Primary School OSHC provides appropriate support to students with health care needs or illness. We ensure that children feel supported and that their health care needs and wellbeing are being met.

BACKGROUND

The Education and Care Services National Regulations require approved providers to ensure their services have policies and procedures in place for dealing with medical conditions in children.

LEGISLATIVE REQUIREMENTS

Section 167 Offence relating to protection of children from harm and hazards
Regulation 85 Incident, injury, trauma and illness policy and procedures
Regulation 86 Notification to parent of incident, injury, trauma and illness
Regulation 87 Incident, injury, trauma and illness record
Regulation 89 First aid kits
Regulation 90 Medical conditions policy
Regulation 91 Medical conditions policy to be provided to parents
Regulation 92 Medication record
Regulation 93 Administration of medication
Regulation 94 Exception to authorisation requirement – anaphylaxis or asthma emergency
Regulation 95 Procedure for administration of medication
Regulation 96 Self-administration of medication
Regulation 136 First aid qualifications
Regulation 162(c) and (d) Health information to be kept in enrolment record
(c) details of any:
(i) specific healthcare needs of the child, including any medical condition; and
(ii) allergies, including whether the child has been diagnosed as at risk of anaphylaxis
(d) any medical management plan, anaphylaxis medical management plan or risk minimisation plan to be followed with respect to a specific healthcare need, medical condition or allergy referred to in paragraph (c).
Regulation 168 Education and care services must have policies and procedures
Regulation 170 Policies and procedures to be followed
Regulation 171 Policies and procedures to be kept available
Regulation 172 Notification of change to policies and procedures
Regulation 173 (2)(f) Prescribed information to be displayed

MEDICAL CONDITIONS PROCEDURES

- All staff/ are informed of any children diagnosed with a medical condition or specific health care need and of the risk minimisation procedures that are in place.
- All staff are informed where medication is stored.
- All staff are informed where first aid equipment is stored.
- All staff are informed of any specific dietary restrictions relating to children's health care needs.
- Staff are trained in the administration of emergency medication.

- We will communicate with families about their children's health requirements in a culturally sensitive way.
- There will always be an educator on duty who has a qualification in First Aid, CPR, Asthma management, and Anaphylaxis management. All educators will have training in Asthma Emergency Management and Anaphylaxis Management.
- All children with diagnosed medical conditions have a current medical support plan that is accessible to all staff.
- In order to provide appropriate support, we will partner with families of children with diagnosed medical conditions to develop a medical support plan, to ensure that the risks relating to the child's specific health care need or relevant medical condition are assessed and minimised. It will also set out how communication occurs if there are any changes to the medical management plan or risks for the child. The Medical Support Plan, ensures all staff are informed of the child's medical condition and relevant documentation.
- At enrolment or when a health care need is identified, parents/carers should provide accurate information about the student's condition or health care needs, ideally documented by the student's treating medical/health care practitioner on a Medical Advice Form (or relevant equivalent).
- Tecoma Primary School OSHC may invite parents and carers to attend a Student Support Group meeting to discuss the contents of a student's Health Support Plan and assistance that the student may need at school or during school activities.
- Where necessary, Tecoma Primary School OSHC may also request consent from parents and carers to consult with a student's medical practitioners, to assist in preparing the plan and ensure that appropriate school staff understand the student's needs.

Medical Health Support Plans will be reviewed:

- when updated information is received from the child's medical practitioner
- when the school, child or parents and carers have concerns with the support being provided to the child
- if there are changes to the support being provided to the child, or
- on an annual basis.
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Management of confidential medical information

Confidential medical information provided to Tecoma Primary School OSHC to support a student will be:

- recorded on the child's enrolment form
- shared with all relevant staff so that they can properly support children diagnosed with medical conditions and respond appropriately if necessary.

COMMUNICATION

This policy will be communicated to Tecoma Primary School community in the following ways:

- Available publicly on our school's website
- Made available in hard copy from the OSHC program upon request.