



# Dingley Primary School Health Care Needs Policy

Written by	Principal
Date Approved by School Council	November 2019
Date of Review	November 2022

## 1. Purpose:

- 1.1. To ensure that Dingley Primary School provides appropriate support to students with health care needs.

## 2. Objective:

- 2.1. To explain to Dingley Primary School parents, carers, staff and students the processes and procedures in place to support students with health care needs at school.

## 3. Scope:

- 3.1. This policy applies to:
  - 3.1.1.all staff, including casual relief staff and volunteers
  - 3.1.2.all students who have been diagnosed with a health care need that may require support, monitoring or medication at school, including camps and excursions.

## 4. Implementation:

- 4.1. This policy should be read with Dingley Primary School's *First Aid, Administration of Medication, Anaphylaxis and Asthma policies*.

### 4.2. Student health support planning

- 4.2.1. In order to provide appropriate support to students at Dingley Primary School who may need medical care or assistance, a Student Health Support Plan will be prepared by Office staff in consultation with the student, their parents, carers and treating medical practitioners.

- 4.2.1.1. Student Health Support plans help our school to assist students with:

- 4.2.1.1.1. routine health care support needs, such as supervision or provision of medication
- 4.2.1.1.2. personal care support needs, such as assistance with personal hygiene, continence care, eating and drinking, transfers and positioning, and the use of health-related equipment.
- 4.2.1.1.3. emergency care needs, such as predictable emergency first aid associated with asthma, seizure or diabetes management.

- 4.2.1.2. Students with complex medical care needs, for example, tracheostomy care, seizure management or tube feeding, must have a Student Health Support Plan which provides for appropriate staff to undertake specific training to meet the student's particular needs.

- 4.2.1.3. 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).

- 4.2.1.4. Dingley Primary School 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.

- 4.2.1.5. Where necessary, Dingley Primary School 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.

- 4.2.1.6. Student Health Support Plans will be reviewed:

- 4.2.1.6.1. when updated information is received from the student's medical practitioner
- 4.2.1.6.2. when the school, student or parents and carers have concerns with the support being provided to the student
- 4.2.1.6.3. if there are changes to the support being provided to the student, or
- 4.2.1.6.4. on an annual basis.

### 4.3. Management of confidential medical information

- 4.3.1. Confidential medical information provided to Dingley Primary School to support a student will be recorded on the student's file

- 4.3.2. Shared with all relevant staff so that they are able to properly support students diagnosed with medical conditions and respond appropriately if necessary.

## 5. Further Information and Resources:

- 5.1. School Policy and Advisory Guide:
  - 5.1.1. Health Care Needs
  - 5.1.2. Health Support Planning Forms



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5.1.3. Complex Medical Needs

5.2. See Administration of Medication Policy, Anaphylaxis Management Policy, Asthma Policy and First Aid Policy.

## **6. Evaluation:**

6.1. This policy will be reviewed as part of the school's three-year review cycle.