



Mount Erin College Health Care Needs Policy

Child Safe Standards

Mount Erin College is a Child Safe School. Our College is committed to safety and wellbeing of all children and young people. We value all students as individuals and their diversity. This will be the primary focus of our care and decision making.

Mount Erin College is committed to providing a Child Safe environment where children and young people are valued and feel safe, and their voices are heard about decisions that affect their lives.

Our College takes a preventative, proactive and participatory approach to Child Safety to ensure that the safety of children is promoted, child abuse is prevented and allegations of child abuse are properly responded to. Mount Erin College has zero tolerance for child abuse.

PURPOSE

To ensure that Mount Erin College provides appropriate support to students with Health Care Needs so that they can participate in College Programs and Activities to their potential.

OBJECTIVE

To explain to Mount Erin College parents, carers, staff and students the processes and procedures in place to support students with Health Care Needs at school to be actively involved in College Programs and Activities to their potential.

SCOPE

This Policy applies to:

- all staff, including casual relief staff and volunteers
- all students who have been diagnosed with a Health Care Need that may require support, monitoring or medication at school.

POLICY

This policy should be read in conjunction with Mount Erin College's:

- *First Aid Policy*
- *Administration of Medication Policy*
- *Anaphylaxis Policy*
- *Asthma Policy*
- *Inclusion and Diversity Policy*

Student Health Support Planning

In order to provide appropriate support to students at Mount Erin College who may need medical care or assistance, a Student Health Support Plan will be prepared once the need is identified as part of a student's enrolment process. This information will be then passed on to the First Aid Officer who will contact parents to arrange for the student's medical practitioner and parent / guardian / carer to complete the relevant paperwork. The First Aid Officer will then file and keep an up to date record of all relevant Student Health care needs and record the information on CASES and Compass.

Student Health Support Plans help our school to assist students with:

- routine Health Care Support Needs, such as supervision or provision of medication
- Personal Care Support Needs, such as assistance with personal hygiene, continence care, eating and drinking, transfers and positioning, and use of health-related equipment
- Emergency Care Needs, such as predictable emergency first aid associated with Asthma, Seizure, Anaphylaxis or Diabetes Management.

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.

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.

Mount Erin College 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, Mount Erin College 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.

Student Health Support Plans will be reviewed:

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

Management of Confidential Medical Information

Confidential Medical Information provided to Mount Erin College to support a student will be:

- recorded on the student's file in the First Aid Office
- recorded on the student's CASES and Compass files
- shared with all relevant staff so that they are able to properly support students diagnosed with medical conditions and respond appropriately if necessary.

FURTHER INFORMATION AND RESOURCES

- School Policy and Advisory Guide:
 - Health Care Needs

- Health Support Planning Forms
- Complex Medical Needs
- Other relevant College Policies as previously listed available via the College website:
 - <http://www.mounterin.vic.edu.au>

REVIEW CYCLE

- This Policy was last updated in August 2018 and is scheduled for Review in August 2020.