



Written By

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Introduction

Bermagui Preschool has a duty of care to ensure the safety and well-being of all children in our care. Principles of inclusion, confidentiality and ethical conduct provide the framework for this policy. Administering medication to a child is considered a high risk practice. Legislative requirements contained within the Education and Care Services National Regulations, and any other relevant legislation, will be strictly adhered to by our service, educators and staff. This policy recognises the fact that educators are not qualified medical practitioners and will therefore never attempt to diagnose a child's illness or decide on the dose of medication to be given.

Medical conditions include, but are not limited to asthma, diabetes or a diagnosis that a child is at risk of anaphylaxis. In many cases these can be life threatening. Our preschool is committed to a planned approach to the management of medical conditions. In addition our preschool is also committed to ensuring our educators and staff are equipped with the knowledge and skills to manage situations to ensure all children receive the highest level of care and to ensure their needs are considered at all times. Working in partnership with families and providing families with ongoing information about medical conditions and the management of medical conditions is a key priority.

Aim

To provide, as far as practicable, a safe and healthy environment for children who have a diagnosed medical condition so that they can participate equally in all aspects of our preschool program.

Our preschool will minimise the risks around medical conditions for children in our preschool by:

- Collaborating with families of children with diagnosed medical conditions to develop a risk minimisation plan for their child;
- Informing all staff, including casual staff, educators and volunteers, of all children diagnosed with a medical condition and the risk minimisation procedures for these;
- Ensuring all children with diagnosed medical conditions have a current risk minimisation plan that is accessible to all staff;
- Ensuring all staff are adequately trained in the administration of emergency medication.

Strategies

The Approved Provider will:

Ensure the Nominated Supervisor fulfils responsibilities in the management of medical conditions.

The Nominated Supervisor will:

- Ensure that any parent with a child enrolled at the service that has a specific health care need, allergy or other relevant medical condition is provided with a copy of this Medical Conditions policy;
- Inform parents of the requirement to provide the service with a medical management plan of their child's condition;
- Collaborate with families of children with medical conditions to develop a risk minimisation plan to ensure the child's safety and wellbeing:
 - To ensure that the risks relating to the child's specific health care need, allergy or relevant medical condition are assessed and minimised;
 - If relevant, to ensure that practices and procedures in relation to the safe handling, preparation, consumption and service of food are developed and implemented;
 - If relevant, to ensure that practices and procedures to ensure that the parents are notified of any known allergens that pose a risk to a child and strategies for minimising the risk are developed and implemented;
 - To ensure that practices and procedures ensuring that all staff members and volunteers can identify the child, the child's medical management plan and the location of the child's medication are developed and implemented;
 - If relevant, to ensure that practices and procedures ensuring that the child does not attend the service without medication prescribed by the child's medical practitioner in relation to the child's specific health care need, allergy or relevant medical condition are developed and implemented; and
 - Ensure that all staff and educators are aware of the medical management plan and risk minimisation plan;
- Ensure that staff are adequately trained in procedures contained in the medical management plan;
- Inform other families enrolled at the centre of the need to prohibit any items which may present a hazard to children with diagnosed medical conditions.
- Ensure all medical management and risk minimisation plans are accessible to all staff;
- Ensure that all plans are current and kept up to date;
- Develop a communication plan to ensure that relevant staff members and volunteers are informed of the medical conditions policy, the medical management plan and risk minimisation plan for the child;
- Develop a communication plan to ensure that parents can communicate any changes to the medical management plan and risk minimisation plan; and
- Update the communication plan as needed.

Educators and staff will:

- Ensure they are aware of enrolled children with medical conditions and be familiar with the medical management and risk minimisation plans of each child diagnosed with a medical condition; and
- Will consult the communication plan to ensure they are aware of their communication responsibilities.
- Support the implementation of any Risk Management and Medical Management Plans.

Management of asthma

Refer to relevant Policy

Management of anaphylaxis

Refer to relevant Policy

Management of other Medical Conditions

For any other Medical Conditions that present at Bermagui Preschool, in partnership with the Nominated Supervisor/ Responsible Person, Family and Medical Practitioner a relevant policy, risk minimisation plan and medical management plan will be developed and implemented prior to the child being enrolled

Relevant Legislation

Education and Care Services National Regulations : 90-96; 168 (2) (d); 177(b); 177(c); 178(b); 178(c); , 181184
National Quality Standard for Early Childhood Education and Care and School Age Care: Element 2.1.1; Element 2.1.4; Element 2.3.2; Standard 4.1, Element 7.3.5

Resources & References

National Health and Medical Research Council. (2005). Staying healthy in child care: Preventing infectious disease in child care (4th ed.).
Education and Care National Regulations.
The National Quality Standard (2010).
Being, Belonging and Becoming: The Early Years Framework for Australia (2009).
Early Childhood Australia's Code of Ethics

Useful websites

- Anaphylaxis Australia - www.allergyfacts.org.au/foodalerts.asp
- Asthma Foundations Australia – www.asthmaaustralia.org.au
- Centre for Community Child Health - www.rch.org.au
- HealthInsite - www.healthinsite.gov.au
- Immunise Australia Program – www.immunise.health.gov.au
- National Health and Medical Research Council - www.nhmrc.gov.au
- NSW Multicultural Health Communication Service www.mhcs.health.nsw.gov.au
- Raising Children Network – www.raisingchildren.net.au

Relevant Documentation

- Links to other policies
- Risk Minimisation Plan
 - Enrolment
 - Asthma Management
 - Anaphylaxis Management
 - First Aid Kit Checklist
 - Enrolment and Orientation procedure
 - Emergency Action Plan
 - Attendance record
 - Authority to Administer Medication Form
 - Bermagui Preschool Temperature Monitoring Chart
 - Enrolment Form
 - Enrolment Handbook

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