

Health Care Needs Policy

Monmia Primary School



MONMIA PRIMARY SCHOOL

- Learn and Achieve -

This policy was last ratified by School Council in: September, 2022
School Council President: Amanda Deakin

Rationale

To ensure that Monmia Primary School provides appropriate support to students with health care needs.

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.

Aim

The aim of this policy is to:

- explain to parents/ guardians, staff and students the processes and procedures in place to support students with health care needs at school.

Implementation

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

Student health support planning

In order to provide appropriate support to students who may need medical care or assistance, a Student Health Support Plan will be prepared by Assistant Principal or Nominee in consultation with the student, their parents/guardians and treating medical practitioners.

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 or diabetes management

Note: Template health planning forms are available here:

<https://www2.education.vic.gov.au/pal/health-care-needs/resources>

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/guardians 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).

Parents/ guardians may be invited 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, consent from parents/guardians to consult with a student's medical practitioners, to assist in preparing the plan and ensure that appropriate staff understand the

student's needs. Consultation with the student's medical practitioner will not occur without parent/guardian consent unless required or authorised by law.

Student Health Support Plans will be reviewed:

- when updated information is received from the student's medical practitioner
- when the school, student or parents/guardians 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 support a student will be:

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

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Included in staff induction processes and staff training
- Available publicly on our school's website
- Discussed at staff briefings/meetings as required
- Reminders in our school newsletter
- Hard copy available from school administration upon request or when a health need is identified.

FURTHER INFORMATION AND RESOURCES

For further details refer to the school's policy page [here](#)

- First Aid
- Emergency Management
- Administration of Medication
- Asthma
- Anaphylaxis

- the Department's Policy and Advisory Library (PAL): [Health Care Needs Policy](#)

Health Support Planning Forms

[Complex Medical Care Supports](#)
[Child and Family Violence Information Sharing Schemes](#)
[Privacy and Information Sharing](#)

Evaluation

The program leaders will review this policy as part of the school review cycle.

Policy Last Reviewed

September 2022

Approved By

Principal

Consultation

September 2022

Next Scheduled Review Date

September 2024, every 2 years

