



# HEALTH CARE NEEDS POLICY

## Kingsbury Primary School

### **PURPOSE**

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

### **OBJECTIVE**

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

### **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 Kingsbury Primary School First Aid, Administration of Medication, Anaphylaxis and Asthma policies.

### **Student Health Support Planning**

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

Student Health Support Plans help our school 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, 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.

Students with complex medical care needs, for example, tracheotomy 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. (See Attachment Student Health Support Plan Template)

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, documented by the student's treating medical/health care practitioner on a Medical Advice Form (or relevant equivalent).

Note:

<http://www.education.vic.gov.au/school/principals/spag/health/Pages/supportplanning.aspx>

Kingsbury 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.

Where necessary Kingsbury 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.

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 Kingsbury Primary School to support a student will be:

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

### **RELATED POLICIES AND RESOURCES**

- School Policy and Advisory Guide:
  - [Health Care Needs](#)
  - [Health Support Planning Forms](#)
  - [Complex Medical Needs](#)

- [Anaphylaxis Management Policy 2020](#)
- [Asthma Policy 2020](#)
- [First Aid Children with Special Needs Policy 2020](#)
- [Administration of Medication Policy 2020](#)

## **REVIEW CYCLE**

This policy was ratified at School Council on 30<sup>th</sup> April 2020 and is scheduled for review in April 2023.

Signed

A handwritten signature in black ink, appearing to be 'M. P.', written in a cursive style.

School Council President