**OSHC Medical Conditions Policy**

**Purpose:**

To provide a safe, caring environment. To support in managing any known medical conditions and protection from further exacerbation of those medical conditions. To ensure parents feel confident that their child's health and medical conditions are supported and well managed. To provide staff with guidelines in relation to their duty of care, and adequate training to attend to children with known medical conditions.

**Rationale:**

The aim of this policy is to:
- Ensure that the employment of staff meets Children's Services Regulations 2009 and The DEECD’s recruitment and selection policy and procedures.

**Scope:**

The Children's Services Act 1996 and the Children's Services Regulations of 2009 requires Gembrook Primary School to implement an educational policy.

**Protocol/Procedure:**

- **The Parents/Guardians are responsible for:**
  - Prior to or on enrolment, informing staff if their child has a known medical condition.
  - On the first day a child attends the centre, the parent/guardian is to provide a management plan and specific medication for their child's medical condition.
  - In consultation with staff, develop a risk management plan to be implemented while their child attends the centre.

- **Staff are responsible for:**
  - Making themselves aware of the medical conditions policy, any medical management plans and any risk management plans for all children with specific health care needs, allergies or medical conditions who attend their centre. This is to be done on a child’s enrolment to the program.
  - Developing a risk management plan in consultation with the parents/guardians of a child who has a specific health need, allergy or medical condition. This requires assessing any risks, such as any known allergens that may pose a risk to the child, having clear and open communication when informing the parents of such possible risks to their child and implementing strategies for minimising these risks. This is to be attended to on a child’s enrolment to the centre.
  - Ensuring practices and procedures in relation to safe handling, preparation, consumption and service of food are implemented.
  - Identifying the child with the medical condition, having knowledge of the child’s medical management plan, risk management plan and knowing the location of the child’s medication.
  - Following a management plan in the event of an incident relating to a child’s specific health care need, allergy or relevant medical condition.
  - Ensuring the child with a medical condition does not attend the OSHC facility without medication prescribed by a medical practitioner in relation to the child’s specific health care need, allergy or medical condition.

- **Management is responsible for:**
  - Ensuring staff develop a risk management plan in consultation with the parents/guardians of a child who has a specific health need, allergy or medical condition. This requires assessing any risks, such as any known allergens that may pose a risk to their child, having clear and open communication when informing the parents of such possible risks to their child and implementing strategies for minimising these risks. This is to be attended to on a child’s enrolment to the centre.
Ensuring all staff and volunteers make themselves aware of the medical conditions policy, any medical management plans and any risk management plans for all children with specific health care needs, allergies or medical conditions who attend their centre. This is to be attended to on a child’s enrolment to the centre.

Ensuring all staff members, volunteers and visitors to the centre are aware of the practices in relation to managing any known medical conditions.

**Gembrook Primary School shall:**

- ensure medical conditions including asthma, students at risk of anaphylaxis or other health care needs are competently supported and managed while a child attends the Outside School Hours Care program.

**Related policies:**

- Asthma Policy
- Anaphylaxis Policy
- Medication Policy

**References/Legislation**

*Education and Care Services National Regulations Part 4.2, Division 3*

*National Regulations, 2011: reg. 85, 86, 87, 88, 89, 90, 93, 92, 94, 95, 176(1, 2); 162, 168 (1, 2b,c,d) healthy in Childcare 2011*

*Staying Healthy in Childcare (1995)2.4; 2.5; 2.6; 2.10*


*Staying Healthy in Childcare (2005)*

*Outside School Hours Care Injury Prevention Training Manual (2006)*

**Policy History:**

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