Medical conditions policy

Vale Park Preschool promotes the health, safety and wellbeing of all children enrolled in its preschool program. We aim to keep everyone safe at all times and in particular children with medical conditions. Reasonable steps will be taken to manage medical conditions and precaution will be taken to protect children from harm and hazards.

The preschool will follow practices in relation to the following the management of medical conditions, including asthma, diabetes or a diagnosis that a child is at risk of anaphylaxis:

- Follow the child’s medical management plan in the event of an incident relating to the child’s specific health care need, allergy or relevant medical condition
- Inform all staff including volunteers at the service of practices in relation to managing those medical conditions
- Develop a risk minimisation plan in consultation with the parents of the child
  - to ensure that the risks relating to the child’s specific health care need, allergy or relevant medical condition are assessed and minimised
  - to ensure that practices and procedures in relation to consumption and service of food are developed and implemented
  - parents are notified of any known allergens that pose a risk to a child and strategies for minimising the risk are developed and implemented
  - all staff members (& volunteers) can identify the child and their health care plan and the location of the child’s medication
- record in the medications record that medication has been administered
  - the name of the child
  - parent authorisation signature
  - name of medication to be administered
  - the time and date the medication was administered
  - the time and date, or the circumstances under which the medication should be next administered
  - the dosage of the medication to be administered
  - the manner in which the medication is to be administered

Parents will

- Provide a medical management plan for the child
- Will communicate any changes to the medical management plan and risk minimisation plan for their child verbally and in writing as soon as it is known.

This policy will be shared with all staff and families of children with a health care need, allergy or other relevant medical condition, and available on the website and in the preschool policies folder.

This policy has been developed in consultation with the Governing Council, staff and families of the centre.

This policy will be reviewed and evaluated regularly and modified as required to ensure continued relevance for the centre.

The Governing Council endorsed this policy on:
Date, 12th March, 2014

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Chairperson Director