

## *River Street Early Learning Centre*

### Medical Conditions Policy

#### **Policy**

River Street Early Learning Centre is committed to the provision of safe learning environments that support the health, wellbeing and inclusion of children and families with specific health care requirements. To support children's wellbeing and the management of specific health care requirements, River Street Early Learning Centre in accordance with the Education and Care Services National Regulations (2014) has developed this health related policy and procedure to ensure the effective "management of medical conditions and the requirements arising if a child enrolled at the education and care service has a specific health care need, allergy or relevant medical condition" (Regulation 90)

#### **Procedure**

- Parents of children being enrolled are required to provide River Street Early Learning Centre with a Medical Action Plan if their child has a known medical condition, allergy or other health care need, eg: Asthma, anaphylaxis and diabetes. Together with the Director, parents will then develop and maintain a **risk minimisation plan** and a **communication plan**.
- Educators must follow the *Medical Action Plan* for any child with a medical condition which includes plans for **asthma, anaphylaxis and diabetes or any other medical conditions**
- If applicable; a notice should be displayed in the foyer advising families, staff, volunteers and students that an enrolled child has been diagnosed as at risk of **anaphylaxis**.
- Any child with **Anaphylaxis, Asthma or Diabetes or any other medical conditions** will have their Medical Action Plan displayed in plan view in staff office
- All staff are responsible for the implementation and maintenance of sound hygiene practices, keeping in mind the Medical conditions present within the service.
- All staff are required to have a current approved first aid qualification approved anaphylaxis management training and emergency asthma management training as regulations state at least one educator who holds a current approved first aid qualification, approved anaphylaxis management training and emergency asthma management training will be in attendance and available at all times that children are being educated and cared for by the service.
- The Director will ensure that educators have skills and expertise necessary to support the inclusion of all children with additional health requirements through staff meetings and professional development.
- The Director will Support all staff so they have a sound understanding of the importance of following this policy.

## Medical Conditions Policy

- All children suffering asthma, allergy, diabetes or a diagnosis of risk of anaphylaxis or any other medical condition upon arrival and then on a yearly basis the Director and Parent/Guardian will sit down and create a Risk Minimisation Plan and Communication plan to ensure effective management of their child's Medical condition
- Parents must update their child's Risk management and communication plan on an annual basis but are encouraged to communicate all changes in their child's Condition and update the Risk minimisation form more regularly if required.
- All Staff, Volunteers, students and visitors as part of their induction are provided with the Risk Minimisation Plan and Communication Plan of each child at the service that has a medical condition and discusses the procedures with the Director, signing off that they have understood this policy and procedure.
- Ensure that no child with a medical condition such as those laid out within this policy may attend care without the required medication available and within date.
- Risk Minimisation plan and communication plans will be stored within each child's personal file as well as within a medical conditions file situated within easy access of all staff members.
- When an emergency situation arises that staff believe may be an anaphylaxis, asthma or diabetic response they will follow their First Aid, anaphylaxis management and emergency asthma management training and if applicable follow any child's specific Medical Action Plan, Risk Minimisation Plan and Communication Plan.
- This policy is provided to all parents within their enrolment pack

A Medical Conditions Action Plan describes symptoms, causes and clear instructions to action a response and/or treatment for a specific medical condition. The document is prepared and signed by a doctor and includes the child's name and photograph. The development and implementation of risk minimisation strategies in consultation with Parents/Authorised Nominees is to reduce the risk of exposure to allergens or the mismanagement of a specific medical condition at the service.

### Reference

*Staying Healthy in Childcare 5<sup>th</sup> Edition*  
*Asthma foundation*

## Medical Conditions Policy

*Written February 2014*

*Reviewed January 2015*

*Reviewed June 2015*

*Due to be reviewed July 2015 – On Going!*