# **DEALING WITH MEDICAL CONDITIONS POLICY**

## POLICY STATEMENT:

Macgregor Primary School Outside School Hours Care is dedicated to collaborating closely with children, families, schools, and relevant health professionals to effectively manage medical conditions among children attending Macgregor Primary School Outside School Hours Care. We are committed to enabling children with medical conditions to fully engage in the program, promoting their sense of wellbeing, connectedness, and belonging to Macgregor Primary School Outside School Hours Care. Our Educators will possess comprehensive knowledge of each child's medical condition and its management while respecting the child and family's confidentiality. Parents of children with medical conditions will receive the Medical Conditions Policy, and a medical plan will be developed for each child identified with a medical condition.

## PROCEDURES:

Parents will provide information about any existing medical conditions during the enrolment process or as soon as a condition arises after enrolment. This information will be documented on the child's enrolment form.

Upon notification of a child's medical condition, Macgregor Primary School Outside School Hours Care will provide the parent with a copy of this policy in accordance with Regulation 91.

Specific or long-term medical conditions will necessitate the completion of a Medical Management Plan, in collaboration with the child's doctor and parents.

To fulfill regulatory requirements, a risk minimisation plan and communication plan will be devised in consultation with parents. Macgregor Primary School Outside School Hours Care Coordinator will meet with parents before the child's attendance to establish the plan's content, ensuring a smooth and safe transition.

The Plan's Content will include:

* Identification of any risks associated with the child's attendance and methods to mitigate them.
* Identification of necessary adjustments in practices or procedures at Macgregor Primary School Outside School Hours Care to minimise risk (e.g., removing allergenic foods).
* Orientation procedures and timelines for staff.
* Methods of communication between parents and Educators regarding changes to the child's medical plan.

The Medical Management Plan will be followed in the event of any incident related to the child's health needs or allergies. All Educators, including volunteers and administrative staff, will be informed of special medical conditions and instructed on their management. Additional training might be provided to Educators to ensure effective implementation of the medical management plan.

For children with allergies, parents will provide a doctor's letter detailing the effects of allergen exposure and ways Staff can assist in case of exposure. Efforts will be made to remove allergens from the environment to minimise risk.

A noticeboard near the canteen area (hidden from general visitors and children) will display all medical conditions, including food allergies. Educators will regularly consult this list.

Relief staff will be informed about the list upon employment, receiving orientation on how to handle medical emergencies involving specific children.

For children with life-threatening food allergies, Macgregor Primary School Outside School Hours Care will avoid serving allergenic food. Parents might be asked to provide a specific diet if needed.

**Citations**:

* National Law Section 173
* National Regulations 90-91
* National Standard 6: Element 6.2.1 "The expertise of families is recognised and shared in decision making."
* National Standard 6: Element 6.3.1 "Links with relevant community and support agencies are established and maintained."
* National Standard 6: Element 6.3.3 "Access to inclusion and support assistance is facilitated."
* Individual Medical Management Plans and related resources.
* Service policy on "Administration of Medication."
* Service policy on "Illness and Infectious Diseases."
* Service policy on "Confidentiality."
* Disability Discrimination Act 1975.
* Work Health and Safety Act 2011.

**------------------------------------------------- END DOCUMENT -----------------------------------------------**