



HEALTH CARE NEEDS

POLICY

Introduction

Wodonga Federation of Government Schools (The Federation) and its Member Schools: Wodonga Primary School, Wodonga South Primary School, Wodonga West Primary School, Melrose Primary School, Baranduda Primary School, Wodonga Middle Years College, Wodonga Senior Secondary College and Belvoir Special School are committed to our students health and wellbeing and having systems in place to support them.

Purpose

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

Objectives

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

Scope

This policy applies to:

- all staff, including casual relief staff and volunteers; and
- 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 with Melrose Primary Schools' First Aid, Administration of Medication, Anaphylaxis and Asthma policies.

Student Health Support Planning

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

Student Health Support Plans help our schools to 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 and drinking, transfers and positioning, and use of health-related equipment; and
- emergency care needs, such as predictable emergency first aid associated with asthma, seizure or diabetes management.

Students with complex medical care needs, for example, tracheostomy 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. 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, ideally documented by the student's treating medical/health care practitioner on a Medical Advice Form (or relevant equivalent).

Melrose 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. Some supports that maybe identified are Visiting Teacher Support or funding under Program Support for Disability (PSD). Where necessary, Melrose 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

The confidential medical information provided to Member Schools to support a student will be:

- recorded on the student's file; and
- shared with all relevant staff so that they can properly support students diagnosed with medical conditions and respond appropriately if necessary.

Further Information and Resources

- School Policy and Advisory Guide:
 - Health Care Needs
 - Health Support Planning Forms
 - Complex Medical Needs
- Wodonga Federation of Government Schools Administration of Medication Policy
- Wodonga Federation of Government Schools Anaphylaxis Policy
- Wodonga Federation of Government Schools Asthma Policy
- Wodonga Federation of Government Schools First Aid Policy

Review Cycle

This policy will be reviewed annually.

This policy was last ratified by School Council :

April 2021