HEALTH CARE NEEDS POLICY

Help for non-English speakers

If you need help to understand the information in this policy, please contact the main office of Nelson Park school (03) 52783620.

1. PURPOSE:

The purpose of this policy is to ensure that Nelson Park School provides appropriate support to students with health care needs. This policy applies to both the Libau and Illinois Campus and any difference between campuses is specified.

2. AIMS:

a. To explain to Nelson Park School parents, carers, staff and students the processes and procedures in place to support students with health care needs at school.
b. This policy applies to:
   - All staff, including casual relief staff and volunteers.
   - All students who have been diagnosed with a health care need that may require support, monitoring or medication at school.

3. IMPLEMENTATION:

Student Health Support Planning

a. In order to provide appropriate support to students at Nelson Park School who may need medical care or assistance, a Student Health Support Plan will be prepared by the Principal or the delegate in consultation with the student, their parents, carers and treating medical practitioners.
b. Student Health Support plans help our school 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.
   - Emergency care needs, such as predictable emergency first aid associated with asthma, seizure or diabetes management.
c. 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.
d. 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).
e. Nelson Park School may invite parents and carers to attend a Student Support Group (SSG) 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.

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f. Where necessary, Nelson Park 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.

g. 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

h. Confidential medical information provided to Nelson Park School to support a student will be:
   - Recorded on the student's file.
   - Shared with all relevant staff so that they are able to properly support students diagnosed with medical conditions and respond appropriately if necessary.

4. COMMUNICATION:

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website.
- Included in staff induction processes.
- Included in our staff handbook/manual.
- Discussed at staff briefings/meetings as required.
- Discussed at parent information nights/sessions.
- Discussed at student forums/through communication tools.
- Made available in hard copy from school administration upon request.

5. FURTHER INFORMATION AND RESOURCES:

This policy should be read in conjunction with the following policies on the Department's Policy and Advisory Library (PAL):

- Health Care Needs
- Health Support Planning Forms
- Complex Medical Care Supports
- Child and Family Violence Information Sharing Schemes
- Privacy and Information Sharing

6. POLICY REVIEW AND EVAULATION

This policy will be reviewed as part of the school's three-year review cycle.

Policy last reviewed	13/6/2024
Approved by	Principal
Next scheduled review date	May 2027