

Policies



Special Medical Needs

Status: Review, August 2016
Education Committee

Rationale

Rolling Hills Primary School provides an inclusive environment that embraces and enhances students with a wide variety of needs. Many of our students who have specific health requirements necessitate having their needs met on a regular basis during their time at school.

Aims:

- To provide a procedure for staff that ensures all students' ongoing and emergency medical requirements are met in a confidential manner.
- To adhere to individual Medical Alert Management Plans.
- To ensure that all staff, including CRTs, are informed and aware of the students that require medical assistance

Guidelines

- RHPS will follow Department policy and guidelines found at:
<http://www.education.vic.gov.au/school/principals/spag/health/Pages/complexneeds.aspx>
- Privacy Act 2000
- Equal Opportunity Act 1995

Implementation

- At the beginning of each year, all families will receive a Medical Alert Management Plan, an Asthma Management Plan and an Anaphylaxis Management Plan for specific families to fill out and return to school (a student photo will be attached)
- Each teacher involved in the care and education of children with Special Medical needs will be given a copy of each child's completed Medical Alert Management Plan, an Asthma Management Plan and an Anaphylaxis Management Plan. Copies will also be kept in the first aid room and the office and attached to the student's Compass Profile.
- Meetings to discuss a child's special medical needs will be organised as required with the parents and teaching staff.
- Appropriate training will be provided to the teaching staff to ensure they have the skills necessary to adhere to the child's special medical needs.
- All CRTs will be made aware of any child's special medical needs and have support from permanent staff to address these needs as they arise.
- All medications are kept in a secure and appropriate storage area.
- All medications provided by the parents must be labelled and have clear instructions regarding administration.

Evaluation

- The Special Medical Needs Policy shall be reviewed every three years by the Education Sub-Committee of School Council.

References:

- <http://www.education.vic.gov.au/school/principals/spag/health/Pages/caresupport.aspx>
- <http://www.education.vic.gov.au/school/principals/spag/health/Pages/medication.aspx>