

BELMONT PRIMARY SCHOOL

HEALTH CARE NEEDS POLICY



AIM:

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

SCOPE:

This policy should be read with Belmont Primary School's *First Aid, Administration of Medication, Anaphylaxis and Asthma* policies.

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 regular medication at school.

IMPLEMENTATION

Student health support planning

In order to provide appropriate support to students at Belmont Primary School who may need medical care or assistance, the appropriate *Student Health Support Plan* will be prepared by the student wellbeing coordinator, principal (or delegate) in consultation with the student, their parents, carers and treating medical practitioners.

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.

Students with complex medical care needs, for example, diabetes, seizure management, tracheostomy care 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. The school will be guided by the *Department of Education's Complex Medical Needs Policy* which enables students needing complex medical care to attend school.

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 the relevant Medical Advice Form.

The school will, wherever possible, use the DET's template health planning forms which are available at:

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

Belmont 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.

Where necessary, Belmont 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

Confidential medical information provided to Belmont Primary School to support a student will be:

- recorded on the student's file where deemed appropriate
- shared with all relevant staff so that they are able to properly support students diagnosed with medical conditions and respond appropriately if necessary.

FURTHER INFORMATION AND RESOURCES:

- DET School Policy and Advisory Guide:
 - [Health Care Needs](#)
 - [Health Support Planning Forms](#)
 - [Complex Medical Needs](#)
- Student Health Support Plan Template
- Anaphylaxis Policy
- Asthma Management Policy
- First Aid Policy

EVALUATION

This policy will be reviewed every 3-4 years in accordance with the school's policy schedule or as required if regulations or circumstances change.

This policy was presented* to School Council in.....

September 2018

** As this policy is operational, approval by School Council is not required, Principals may choose to present it for noting. (School Policy Template Portal)*

Review Date: 2021