

Evidence of link to Regulations (ECSNR):

Part 4.2 Div. 3
R90 – 1(a, b, c, i-iii, A to E, iv, A, B) 2
R91

Evidence of link to NQS:

QA2, St2.1, E2.1.1, E2.1.4

Version	Date	Author	Change Description
1.2	August 2012	Jeanine Scull	Update to reflect ECSNR NQS

Policy Objective

The objective of this policy is to ensure compliance with The Education and Care Services National Regulations, 2011, Part 4.2 Div. 3 R90 – 1(a, b, c, i-iii, A to E, iv, A, B) 2 and R91.

This sets out the requirements for health and safety policies and practices in relation to the management of Medical conditions.

Rationale

The medical conditions policy of the our education and care service will set out practices in relation to the management of medical conditions, including allergy, diabetes or a diagnosis that a child is at risk of anaphylaxis; this policy is to be read in conjunction with our Anaphylaxis and Asthma Management Policy.

Relevant Legislation

- *Education and Care Services National Regulations 2011: Part 4.2, Division 3.*
- *National Quality Framework for Early Childhood Education and Care*

Strategies and Practices

- Our service will ensure that all Team Members and volunteers at the service are informed about practices in relation to managing medical conditions
- The service will provide a copy of this Medical Conditions Policy to all families through the centre’s Enrolment Information Pack, which is provided to families with the Enrolment Forms.
- On enrolment all Parents will be made aware of the requirement to provide the service with a medical management plan, for a child that has a specific health care need, allergy or relevant medical condition. For children with high health care needs, such as those with asthma, anaphylaxis, diabetics or another health care need that

Management believes could be of a serious nature, the medical management plan must be completed, signed and dated by the child's Doctor.

- In the event of an incident relating to the child's specific health care need, Team Members will follow the medical management plan developed for that child.
- Team Members in consultation with the Parents of a child with a specific health care need will develop a risk minimisation plan to ensure that the risks relating to the child's specific health care need are assessed and minimised.
- All relevant practices and procedures will be assessed during the development of the risk minimisation plan.
- All medical management plans and risk minimisation plans will be discussed at Team meetings and displayed in the staff room and in the individual child files in each room.
- During orientation all Team Members and volunteers at the service will be made aware of our practices and procedures in relation to the management of medical conditions at the service.
- Parents are to ensure that the service is provided with their child's medication every day that they attend. As per the Education and Care Services National Regulations 2011, R90 (1) (iii) (E), a child with a specific medical condition is not permitted to attend the service unless their medication has been provided.
- All medication will be stored in a locked medication box that is stored out of reach in each room.
- Team Members will notify Parents of any known allergens and as a Team develop strategies such as "Nut Safe Zone" to minimise any known risk.
- Our service is a "Nut Safe Zone" to minimise the risk to some children of severe allergic reaction.
- Parents can communicate any changes to the medical management plan and risk minimisation plan for the child, by contacting the Nominated Supervisor. Please put any changes in writing and these will be shared with all Team Members. This communication will form part of the Communication Plan within the Child's Risk Minimisation Plan.
- If the child with the medical condition is over preschool age and Parents wish them to be able to self-administer their medication, Team Members will record the administered dose in the medication folder and Parents are to sign the medication form when they collect their child.

References

Education and Care Services National Regulations 2011

National Quality Standards for Education and Care Services

Health and Safety in Children's Centres Model Policies and Practices 2nd edition revised (June 2012)

Resources

The Australian Children's Education & Care Quality Authority: <http://www.acecqa.gov.au/>

Notes

Information relating to this policy is communicated throughout the Service using a variety of the following:

Newsletters, emails, Parent and Team handbooks, Team meetings and memos, planned experiences for the children, notice boards and posters, pamphlets and information sheets in the foyer, role modelling and signs displayed around the classrooms and Service.

Policy Written by: Jeanine Scull		Date: August 2012
Approved by: Bright Horizons Australia Childcare	Approved Date: August 2019	Next review date: August 2020
Version 1.2		Change Description: Update to reflect ECSNR NQS

Team Members Sign: