

D-1 Dealing with Medical Conditions

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| QA. 1.1.1 | Approved learning framework. |
| QA. 2.1 | Health. |
| QA. 2.1.2 | Health practices and procedures. |
| QA. 2.2 | Safety. |
| QA. 2.2.2 | Incident and emergency management. |
| QA. 5.1 | Relationships between educators and children. |
| QA. 6.1 | Supportive relationships with families. |
| QA. 6.1.2 | Parent views are respected. |
| QA. 6.1.3 | Families are supported. |
| QA. 6.2.2 | Access and participation. |
| QA. 7.1.2 | Management systems. |
| QA. 7.1.3 | Roles and responsibilities. |

National Regulations

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| Reg. 90 | Medical conditions policy |
| Reg. 91 | Medical conditions policy to be provided to parents |
| Reg. 92 | Medication record |
| Reg. 93 | Administration of medication |
| Reg. 155 | Interactions with children |
| Reg. 160 | Child enrolment records to be kept by approved provider and family day care educator |
| Reg. 161 | Authorisations to be kept in enrolment record |
| Reg. 162 | Health information to be kept in enrolment record |
| Reg. 168 | Education and care service must have policies and procedures |
| Reg. 171 | Policies and procedures to be kept available |
| Reg. 173 | Prescribed information to be displayed |

My Time, Our Place

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| LO. 1 | Children feel safe, secure, and supported |
| | Children learn to interact in relation to others with care, empathy and respect |
| LO. 3 | Children become strong in their social and emotional wellbeing |

Policy Statement

We will work closely with children, families and, where relevant, schools and other health professionals to manage medical conditions of children attending the Centre. We will support

children with medical conditions to participate fully in the day-to-day program at the Centre in order to promote their sense of wellbeing, connectedness and belonging at the Centre. Our educators will be fully aware of the nature and management of any child's medical condition and will respect the child and the family's confidentiality.

Related Policies

- THE KIDS CASTLE Policy A-4: Enrolment
- THE KIDS CASTLE Policy A-10: Acceptance and Refusal of Authorisations
- THE KIDS CASTLE Policy A-17: Privacy and Confidentiality
- THE KIDS CASTLE Policy C-3: Staff Orientation and Induction
- THE KIDS CASTLE Policy C-9: Relief Staff
- THE KIDS CASTLE Policy D-13: Illness and Infectious Diseases
- THE KIDS CASTLE Policy D-15: Allergies
- THE KIDS CASTLE Policy D-16: Asthma
- THE KIDS CASTLE Policy D-17: Anaphylaxis
- THE KIDS CASTLE Policy D-20: Medication

Procedure

Parents will be asked to inform the service of any medical conditions the child may have at the time of enrolment. This information will be recorded by the parent/guardian through the enrolment process.

Upon notification of a child's medical condition the service will provide the parent with a copy of this policy in accordance with regulation 91.

Doctor diagnosed medical conditions will require the completion of a Medical management plan with the child's doctor and parent. This will need to be provided to the centre on enrolment.

It is a requirement of the Centre to meet its regulatory obligations that a risk minimisation plan and a communication plan (RMCP) be developed in consultation with the parents. The Nominated Supervisor will meet with/communicate with the parents and/or relevant health professionals as soon as possible after enrolment to determine content of that plan to assist in a smooth and safe transition of the child into the Centre. The content of planning will include:

- Identification of any risks to the child or others by their attendance at the Centre
- Identification of any practices or procedures that need adjustment at the Centre to minimise risk
- Process and timeline for orientation procedures for educators
- Methods for communicating between parents and educators any changes to the child's medical management plan

The medical management plan will be followed in the event of any incident relating to the child's specific health care need, allergy or relevant medical condition (in accordance with regulation 90).

All educators will be informed of any special medical conditions affecting children and orientated to their management (see C-3: Staff Orientation Policy).

All medical conditions, including food allergies will be placed in the Kids' Castle office. It is deemed the responsibility of every educator to read and refer to the list at the commencement of every shift.

All relief educators will be informed of the list on initial employment and provided orientation on what action to take in the event of a medical emergency involving the child (see Relief Staff Policy).

Where a child has a life threatening food allergy, the Centre will endeavour to refrain from supplying the particular food allergen in the Centre and families in the Centre will be advised not to supply that allergen. Parents of children with an allergy may be asked to supply a particular diet if required (e.g. soy milk) (seeD-15: Allergies Policy).

Sources

- Education and Care Services National Regulations 2011
- National Quality Standard
- My Time, Our Place Framework for School Age Care in Australia
- Disability Discrimination Act 1975
- NSW Anti-discrimination Act 1977
- Work Health and Safety Act 2011
- Privacy Act 1988

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