



Guliyali Preschool Procedure Dealing with Medical Conditions



Current	13/03/2017
Next Review	13/03/2018
Regulation(s)	R.90-96
National Quality Standard(s)	2.1.1: Each child's health needs are supported. 2.1.4: Steps are taken to control the spread of infectious diseases and to manage injuries and illness, in accordance with recognised guidelines. 2.3.2: Every reasonable precaution is taken to protect children from harm and any hazard likely to cause injury.
Relevant DoE Policy and link	Student Health in NSW Public Schools: A summary and consolidation of policy PD/2004/0034/V01 - Allergy and Anaphylaxis Management within the Curriculum P-12 Procedures (PDF) Anaphylaxis Procedures for Schools - Wellbeing and learning
DoE Preschool Handbook January 2016	Wellbeing, pages 29, 31, 36
Key Resources	Anaphylaxis guidelines for early childhood education and care services – Early Childhood Education and Care Anaphylaxis Guidance in completing the Risk Management Plan Proforma: managing exposure to allergens - Health and Safety Directorate - intranet Risk management: sample plan – Health and Safety Directorate - intranet Student Health - Conditions – Wellbeing and learning Individual health care planning – Wellbeing and learning Administering prescribed medication at school – Wellbeing and learning Diabetes – Wellbeing and learning Asthma – Wellbeing and learning ACECQA Medication Record ASCIA Information for Schools and Childcare ASCIA Action Plans for Anaphylaxis and Allergic Reactions

➤ **SUPPORTING HEALTH CARE NEEDS:**

While parents have primary responsibility for managing their children's health, all staff need to work with parents to support their children's health care needs while they are at preschool. This may involve giving medication, performing health care procedures or developing an individual health care plan.

An individual health care plan is needed for any child who is diagnosed with severe asthma, type 1 diabetes, epilepsy or anaphylaxis, is at risk of an emergency reaction or requires health care procedures. Staff in local education services offices is available to support the development of individual health care plans especially when a child has an emergency care need such as anaphylaxis or another complex health care need.

If a child enrolled at the preschool has a specific health care need, allergy or other medical condition parents must be provided with a copy of the Department's student health policy. When a preschool child with an individual health care plan transitions to Kindergarten, staff will need to give parents a copy of the current plan and encourage them to discuss it with the school at enrolment. This will help teachers plan for the child's health care needs in the new setting.

➤ **ANAPHYLAXIS:**

All preschool staff should be aware of children with allergies and consider ways to reduce their exposure to known allergens. Anaphylaxis is a severe life-threatening allergic reaction and needs to be regarded as a medical emergency. In most cases, anaphylactic reactions can be prevented with precautions to avoid the known allergen, however, when anaphylaxis occurs an emergency response is required.

Parents need to advise the school if their child is diagnosed with an allergy and is at risk of anaphylaxis. The implementation of *Anaphylaxis Procedures for Schools 2012* is mandatory for NSW government schools and preschools. These include information on the management of severe reactions at preschool as well as the development of individual health care and emergency response plans.

The Department of Education requires all staff to undertake Anaphylaxis training. Both the online and face-to-face courses are approved by ACECQA. Children and their parents will not always be aware that they have a severe allergy. To reduce the risk of exposure to a high-risk allergen, preschools may decide in consultation with their community, to ask families not to bring nut or nut products to the preschool site or to preschool activities. Preschools should also review their program to make sure that they do not support the use of these products. Regulation 136 of the Education and Care Services National Regulations state that at least one person who has undertaken approved anaphylaxis training and one who has undertaken approved emergency asthma training must be in attendance and immediately available at all times. As with the First Aid requirement this person may be located in the school as long as they are available in an emergency.

➤ **IMPLEMENTATION OF DEALING WITH MEDICAL CONDITIONS PROCEDURE:**

- Families must indicate on their child's enrolment form (pages ten and eleven) if their child has a medical condition or allergy.
- The teacher or principal must consult with the family to develop an *Individual Health Care Plan* for any child who is diagnosed with **severe asthma, type 1 diabetes, epilepsy or anaphylaxis**, is at risk of an emergency reaction or requires health care procedures.
- It is the responsibility of the preschool teacher to provide families with a copy of their child's completed health care plan, this procedure and the DoE student health policy.
- Children's personal emergency medication and emergency Action Plans are stored in an unlocked container on the top shelf in the Preschool kitchen (out of reach of children).
- Emergency Action Plans are also located in the children's file in a locked filing cabinet within the Guliyali Preschool office, casual folder, on the inside wall of the Preschool kitchen (not visible to families or children), emergency evacuation bag and in a locked filing cabinet in Woy Woy Public Schools front office (Preschool files).
- The "general use" Ventolin and Epi-Pen are also stored in an unlocked container on the top shelf in the Guliyali Preschool kitchen (out of reach of children) and in the emergency evacuation bag.
- DoE requires all staff to undertake Anaphylaxis training. Both the online and face-to-face courses are approved by ACECQA.
- As part of the *Individual Health Care Plan*, risk management and communication plans for children at risk of anaphylaxis, must be developed. It is the responsibility of the preschool educators to implement these.
- The *communication plan* must include strategies for ensuring all educators, K-6 staff and visitors are informed of a child's health needs via displays in staff room/kitchen as well as the casual teacher folder, in addition requesting other families not pack a particular food or allergen in their own child's lunch.