
	<h2 style="margin: 0;">Hughesdale Primary School</h2>
	<h3 style="margin: 0;">Health Care Needs Policy</h3>
<b>Last review date:</b> May 2023	<b>Due for next review:</b> May 2026
<b>Included on website:</b> <b>Yes</b>	<b>Authorised (Principal):</b> 



#### Help for non-English speakers

If you need help to understand the information in this policy, please contact our Business Manager or an Assistant Principal.

### PURPOSE

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

### OBJECTIVE

To explain to Hughesdale Primary School parents, carers, staff and students the processes and procedures in place to support students with health care needs at school.

### SCOPE

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 medication at school.

### POLICY

This policy should be read with Hughesdale Primary School's *First aid, Medication, Anaphylaxis* and *Asthma policies*.

#### Student health support planning

To provide appropriate support to students at Hughesdale Primary School who may need medical care or assistance, a Student Health Support Plan will be prepared by the relevant year leader, student wellbeing coordinator or Principal in consultation with the student, their parents, carers and treating medical practitioners.

Student health support plans help our school 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, tracheostomy care, seizure management or tube feeding, must have a student health support plan that provides for appropriate staff to undertake specific training to meet the student's particular needs.

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/healthcare practitioner on a medical advice form (or relevant equivalent).

Hughesdale 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, Hughesdale 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. Consultation with the student's medical practitioner will not occur without parent/carer consent unless required or authorised by law.

A student's health support plan 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
- on an annual basis.

### **Management of confidential medical information**

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

- recorded on the student's file
- shared with all relevant staff so they are able to properly support the student and respond appropriately if necessary.

### **COMMUNICATION**

This policy will be communicated to our school community in the following ways:

- included in staff induction processes
- available publicly on our school's website
- made available on request to the front office.

## RELATED POLICIES AND RESOURCES

The Department's [Policy and Advisory Library \(PAL\)](#):

- Health Care Needs
- Health Support Planning Forms
- Complex Medical Care Supports
- Child and Family Violence Information Sharing Schemes
- Privacy and Information Sharing

## POLICY REVIEW

Policy last reviewed	May 2023
Next scheduled review date	March 2026
Review cycle	Every 3 to 4 years