



# DEALING WITH MEDICAL CONDITIONS POLICY

**REGULATION 90: Div 3**

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## **1. TITLE**

### **DEALING WITH MEDICAL CONDITIONS**

## **2. PURPOSE**

- To ensure that all children with medical conditions, allergies or a specific health care need are managed appropriately to minimise risks to the child from the medical condition.

## **SCOPE**

- This procedure applies to all children with medical conditions
- It includes children with asthma, diabetes or a diagnosis of being at risk of anaphylaxis

## **3. OBJECTIVES**

- To develop a safe environment for all children with medical conditions
- To reduce the incidence of an emergency situation for a child with a medical conditions.

## **5. PRACTICES**

### **5.1 MANAGEMENT OF THE MEDICAL CONDITION**

- The policy will be read in conjunction with other centre and DECD polices about anaphylaxis, asthma, administering medication etc.
- All staff will be aware of the procedures to deal with emergency situations and the staff member(s) trained for a specific condition.
- If a child has a specific medical condition one or more staff members will be trained to manage this if necessary.
- A medical plan will be provided by a medical practitioner for any child that has a diagnosed allergy, medical condition or specific health need etc prior to starting at the centre. This plan will be updated annually.
- A risk minimisation plan will be developed with the parent and at least one staff member so that risks are assessed and minimised and to ensure parents are notified of any allergens or other risks and strategies for minimising the risks,
- All staff members working with children and regular volunteers must be able to identify the child, the child's medical management plan and the location of the child's medication. These must be clearly noted with a photo of the child, details of the medical condition and action in an emergency situation
- A parent/guardian must be contacted if there is a health issue relating to the medical condition unless it has been agreed that this is managed on a day to day basis.
- A child is not permitted to attend the centre if medication is prescribed and the medication has not been provided and needs to be taken during the day. It is not sufficient for a parent/guardian to bring the medication to the centre during the day as it

is considered this poses a significant risk to the child if the parent cannot attend the centre at the last minute.

- All staff and all regular volunteers
  - A parent/guardian of the child may communicate changes to the medical management plan and risk minimisation plan and set out how communication will occur. Where necessary the centre will request additional information from a medical practitioner in writing prior to the child coming to the centre if the changes pose any risk or are unclear.
  - A copy of the centre's medical conditions policy document must be provided to a parent/guardian of a child with a medical condition, specific health need or allergy or other carer of the parents.
  - The medication plan at the centre must be followed at all times by the relevant staff noted in the document.
  - Staff must consider medical conditions when going on excursions and ensure that appropriate medication is taken on the trip, risks minimised where possible and a plan of action with the parent is in place where necessary.
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