



HEALTH CARE NEEDS POLICY

PURPOSE

To ensure that Myrtleford P-12 College provides appropriate support to students with health care needs.

OBJECTIVE

To explain to Myrtleford P-12 College 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 Myrtleford P-12 College's *First Aid, Administration of Medication, Anaphylaxis* and *Asthma* policies.

Student health support planning

In order to provide appropriate support to students at Myrtleford P-12 College who may need medical care or assistance, a Student Health Support Plan will be prepared by either the p-6 or 7-12 Leader in consultation with the student, their parents, carers and treating medical practitioners.

Student Health Support plans help our school to 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.

[Note: Template health planning forms are available here: <http://www.education.vic.gov.au/school/principals/spag/health/Pages/supportplanning.aspx>]

Students with complex medical care needs, for example, tracheostomy care, seizure management or tube feeding, must have a Student Health Support Plan which 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/health care practitioner on a Medical Advice Form (or relevant equivalent) Note: Template health planning forms are available here: <http://www.education.vic.gov.au/school/principals/spag/health/Pages/supportplanning.aspx>

Myrtleford P-12 College 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, Myrtleford P-12 College 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.

Student Health Support Plans 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, or
- on an annual basis.

Management of confidential medical information

Confidential medical information provided to Myrtleford P-12 College to support a student will be:

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

FURTHER INFORMATION AND RESOURCES

- School Policy and Advisory Guide:
 - [Health Care Needs](#)
 - [Health Support Planning Forms](#)
 - [Complex Medical Needs](#)

REVIEW CYCLE

- This policy was last updated on 28/11/2018 and is scheduled for review in Nov 2021