



# Dubbo West Public School Preschool

## Procedure: Children with Medical Conditions

### Links to relevant legislation:

Regulation 168(2)(d)  
Regulation 90 - 96

### Links to National Quality Standard:

Standard 2.1

### Links to EYLF:

Learning Outcome 1:  
Children feel safe  
secure and supported

### Date to be reviewed:

March 2020

### Introduction:

Preschool staff need to work collaboratively with parents of children with a diagnosed medical condition 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.

### Aims:

All preschool staff will know what they need to do in relation to a child's medical condition should they need care while at preschool.

### Procedures:

Preschool Staff will:

- In accordance with regulation 90, develop:
  1. An individual action/medical plan;
  2. A risk minimisation plan;
  3. A communication plan ;
  4. Medication forms,

for all children identified with medical conditions such as Anaphylaxis, Asthma, Epilepsy, Diabetes and specific dietary requirements. These plans will be kept accessible to staff.

- In accordance with Department of Education policy, families will assist staff in completing:
  1. Specific health care plans (in conjunction with Medical professionals)
  2. Emergency care plan and cover sheet
  3. Consent to share information about a child's health condition
- Parents will be handed copies of: (signed copies should also be placed into the child's file)
  1. Administering medication guideline
  2. Preschool procedure for children with medical conditions.

- Ensure staff in local education services offices are available to support the development of individual health care plans especially when a child has an emergency care need such as Anaphylaxis, Diabetes or another complex health care need.
- Display health care plans in the kitchen and place them in the casual folder so that visiting staff are aware of those children.
- Make any changes to health care plans when notified by families and share this information with all staff.
- Provide individual health care plans to Kindergarten staff when a child transitions from Preschool. Give parents copies of all plans to discuss with school when enrolling. This will help teachers plan for the child's health care needs in the new setting.