



FRANKSTON HIGH SCHOOL

HEALTH CARE NEEDS POLICY

Approved November 2021

POLICIES AND PROCEDURES

PURPOSE

To ensure that Frankston High School provides appropriate support to students with health care needs.

OBJECTIVE

To explain to Frankston High 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 Frankston High School *First Aid, Administration of Medication, Anaphylaxis, Asthma* and *Head Injuries* Policies

Student Health Support Planning

In order to provide appropriate support to students at Frankston High School who may need medical care or assistance, a Student Health Support Plan will be prepared by the school nurse 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.

Documentation

Frankston High School requires that the following documentation be completed for all medical health conditions that may require staff at Frankston High to support an acute episode of a student's medical condition while in their care.

- A Student Health Support Plan must be completed for each student with an identified health care need other than anaphylaxis or an allergy. The plan outlines how the school will support the student's health care needs and must be completed in consultation with parents/carers and guided by medical advice. Students whose only health care need is anaphylaxis or an allergy, do not require a Student Health Support Plan, but should instead follow the requirements of the Anaphylaxis Policy and/or the Allergies Policy

- Australasian Society of Clinical Immunology and Allergy (ASCIA) action plan for allergic reactions — must be completed by parents/carers for a student with allergies, in consultation with their child's medical/health practitioner and provided to the school
- Individual Allergic Reactions Management Plan - must be completed for each student who has been diagnosed at risk of allergies
- ASCIA Action Plan for Anaphylaxis - available on ASCIA's website and must be completed by parents/carers for a student with anaphylaxis in consultation with their child's medical/health practitioner and provided to the school
- Annual Risk Management Checklist - must be completed by the school to monitor their compliance with Ministerial Order 706, the Anaphylaxis Guidelines and their legal obligations
- Individual Anaphylaxis Management Plan - must be completed by the school for each student who has been diagnosed at risk of anaphylaxis
- Asthma Action Plan - is available on Asthma Australia's website and should be completed for a student with asthma, by the student's medical/health practitioner, in consultation with parents/carers. This plan should be attached to the Student Health Support Plan
- Diabetes - action and management plans
- Epilepsy - epilepsy management plans

Forms are also available for the following medical conditions

- General Medical Advice Form
- Medical Advice Form - for a student with an acquired brain injury
- Medical Advice Form - for a student with cancer
- Medical Advice Form - for a student with cystic fibrosis

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)

Frankston High 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 any assistance that the student may need at school or during school activities.

Where necessary, Frankston High 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 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.

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 unless stated otherwise by a medical practitioner.

Management of Confidential Medical Information

Confidential medical information provided to Frankston High School to support a student will be:

- Recorded on the student's file, Cases and Compass
- Shared with all relevant staff so that they are able to properly support students diagnosed with medical conditions and respond appropriately if necessary

- Printed and supplied to any medical personal in an emergency, for example paramedics should an ambulance be call.

COMMUNICATION

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

- Included in staff induction processes and staff training
- Available publicly on our school's website
- Included in staff handbook/manual
- Discussed at staff briefings/meetings as required
- Hard copy available from school administration upon request.

FURTHER INFORMATION AND RESOURCES

The Department's Policy and Advisory Library (PAL)

Our school policies and documents:

- Medication Policy
- First Aid Policy
- Asthma Policy
- Anaphylaxis Policy
- Head Injuries and Suspected Concussions
- Health Support Planning Forms
- Complex Medical Care Supports

POLICY REVIEW AND APPROVAL

Policy Last Reviewed	November 2021
Approved By	Principal
Next Scheduled Review Date	November 2022