



.....a specialised early years site for children with disabilities  
and complex communication needs.

# Health Support Policy

Staff at The Briars Preschool (preschool) are committed to supporting the health and well-being of children. We acknowledge that families have responsibility for their child's health care. This responsibility includes providing relevant, accurate and up to date information about their child's health care needs where this may impact on a routine first aid response while their child is attending the preschool.

## **ROUTINE HEALTH AND PERSONAL CARE SUPPORT**

Staff at the preschool have formal training in Oral Eating and Drinking Care for children. They are able to provide personal care including assistance with eating and drinking, transfer and positioning, personal hygiene and toileting support. Personal care including toileting will be provided to maximise privacy, dignity, independence and safety. Where specific mealtime or transfer and positioning needs arise, staff will liaise with families and agencies involved.

## **FIRST AID**

All staff are required to maintain current First Aid qualifications by completing *the HLTAID004 Emergency first aid response in an education and care setting*. Which includes first aid, CPR, Asthma & Anaphylaxis management training. All staff are also required to maintain current training in the administering of Intranasal Midazolam and the management of seizures and Epilepsy. When needed, we will administer an emergency first aid response. First aid basics procedures from St Johns are provided to families at enrolment. Families will be informed when first aid has been administered to their child at the preschool.

## **HEALTH SUPPORT PLANNING (eg asthma, epilepsy, allergies etc)**

### Diagnosed health and/or medical conditions:

Children with diagnosed health and/or medical conditions will require a specific Health Support Plan (HSP) to be completed by an allied professional or a doctor or medical specialist and the original to be provided to the preschool. The HSP provides clear guidance for staff about each child's needs and specific requirements they may need to action while the child attends the preschool.

### Non-diagnosed health and/or medical conditions:

Children who do not have a formal diagnosis but are identified with a specific health and/or medical condition may also be supported by HSP but not always.

Whether a child has a formal health and/or medical diagnoses and HSP or not, staff are required to complete the *Health Support Agreement and Safety and Risk Management Plan* for all children identified with a health and/or medical condition in consultation with the child's parent/s.

These processes ensure the preschool is meeting the requirements of Regulations 90 Medical Conditions Policy.

## **MEDICATION**

If authorised medication needs to be administered at the preschool, then a Medication Plan form must be completed and signed by a medical practitioner and by the parent/guardian. Medication must be in the original pharmacist container with directions on the label clearly stating child's name, dosage, strength and time/s to administer. Staff will maintain a medication log of all administered medication. Before administering medication two staff members will check child's name, dosage, correct medication and time. Staff cannot administer out-of-date medication.

## **ILLNESS OR INJURY**

Staff will provide emergency first aid in the event of illness or injury occurring at the preschool. Children who have contracted an illness or disease and may be infectious cannot attend the preschool. Staff will contact parents to collect children who are displaying symptoms of injury and/or being unwell. Unwell children will be cared for appropriately however, they will be separated from the rest of the children and collection is expected to occur as soon as possible to reduce the spread of infection to other children who may have compromised immune systems.

If a child arrives or becomes unwell at the preschool and presents with a sign of a fever, staff may take the child's temperature to confirm whether the child should attend the preschool or not. It remains the responsibility of the family to ensure their child is well before returning.

The 'Exclusion from Child Care, Preschool and School' document, produced by the Communicable Disease Control Branch, must be adhered to in all circumstances. A copy is attached to this policy for reference.

A medical clearance from a doctor, who has physically examined your child, must be presented to the preschool before your child can return to preschool after an 'exclusion period'. It is not adequate for a doctor to write a medical clearance if he/she has not seen/examined your child.

## **Immunisation**

To help prevent the spread of a vaccine preventable disease, it is a legal requirement for South Australian Early Childhood and Care Services to keep a copy of all immunisation records for each child enrolled in or attending the preschool. The approved Immunisation Record required is an Immunisation History Statement from the Australian Immunisation Register. This also applies to all overseas families who are now residing in Australia.

Where a family does not provide their child's immunisation records, the site leader will determine these children as NOT immunised. In this case the site leader will follow the same procedures they use for children who are NOT immunised i.e. exclude them from attending the service for the incubation and infectious period according to *Staying Healthy, preventing infectious diseases in early childhood education and care services* 5<sup>th</sup> edition, during an outbreak of preventable/contagious illness or disease. This process still applies even if the parent verbally states their child s immunised.

In addition, the following process will take place for families who have not provided their child's immunisation records. In this case the site leader will send written confirmation to these families to explain they have not received a response despite numerous reminders. This written correspondence will state in accordance with the law, their child will be considered 'not immunised' and therefore be excluded from the preschool as per the procedure for non-immunised children. This correspondence will be placed in child's file for future reference if required in the future.

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- **Policy approved:** May 2024
  - **Next review date:** May 2026
  - **Sourced:** Novita, Asthma Foundation, St Johns, Epilepsy Centre, Department for Education First aid and infection control standards, The Briars Preschool staff and Governing Council