



**Glenroy Central  
Primary School**

## **HEALTH CARE NEEDS POLICY**

**Reviewed by staff:  
July 2021**

**Review date: July 2024**



If you need help to understand the information in this policy, please contact the school office on 93064144.

### **Purpose**

To ensure that Glenroy Central Primary School provides appropriate support to students with health care needs.

### **Objective**

To explain to Glenroy Central Primary 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.

### **Student health support and planning**

In order to provide appropriate support to students at Glenroy Central Primary School who may need medical care or assistance, a Student Health Support Plan will be prepared by administration staff 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.

<https://www2.education.vic.gov.au/pal/health-care-needs/resources>

Students with complex medical care needs will 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)

Glenroy Central Primary 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 assistance that the student may need at school or during school activities.

Where necessary, our 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.

### **Management of confidential medical information**

Confidential medical information provided to Glenroy Central Primary School 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.
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### **Related policies**

- Anaphylaxis
- Asthma
- First Aid
- Infectious Diseases
- Medication
- Personal Hygiene

### **Department policies**

- [Health Care Needs](#)
- [Health Support Planning Forms](#)
- [Complex Medical Care Supports](#)
- [Child and Family Violence Information Sharing Schemes](#)
- [Privacy and Information Sharing](#)

### **Communication**

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

- Provided to staff at induction and included in staff handbook/manual
- Discussed at staff meetings/briefings as required
- Made available in hard copy from school administration upon request

### **Evaluation:**

This policy will be reviewed as part of the school's three-year review cycle.