



Health Care Policy and Procedures Leonay PS

Health care policy and procedures at Leonay Public School are informed by Department of Education policy. This policy and procedures can be accessed at:

<https://education.nsw.gov.au/policy-library/policies/student-health-in-nsw-public-schools-a-summary-and-consolidation-of-policy?refid=285776>

Parents have the prime responsibility for the health of their children. School staff have a duty to keep students safe while they are at school or involved in school events. The school encourages parents to provide information about their children's health on both enrolment and throughout their school years. When students need help with health issues at school, parents may need to consult with their medical practitioner about the implications of the child's health condition for their schooling. Parents may need to convey relevant information from the medical practitioner to the school. The school will arrange support for students to have their health needs met so that they can participate in learning programs.

Where student's health support needs are more complex or sensitive, a written individual health care plan is required. Parents need to provide prescribed medication or other consumables as agreed with the school prior to the plan commencing.

An individual health care plan must be developed for:

- Severe asthma, type 1 diabetes, epilepsy and anaphylaxis
- Any students who are diagnosed as being at risk of an emergency reaction
- Any student who requires the administration of health care procedures

Care of Students Who Become Unwell at School

Students who become unwell at school are best transferred to the care of a parent or caregiver. The aim of care provided at school for such students is to make them comfortable in the interim. The school has identified staff members who will care for students who are unwell and the procedures that are to be followed. Parents are asked to ensure their contact numbers and emergency contact numbers are always current to assist the school in contacting them immediately if required.

Administering Prescribed Medication at School

The Department of Education does not require any staff member to administer medication. However, staff can volunteer to provide assistance to students where possible and must complete appropriate training. Ideally, children who are not well should not be attending school. In order to effectively support students, the school requires parents/caregivers to:

- ensure their child is not sent to school if they are unwell;
- ask the medical practitioner whether the medication is available in a form which minimizes or eliminates the need to provide the medication during the school day;
- complete a written request form (obtained from office);
- provide prescribed medication and 'consumables' for administration by the school in a timely way, clean and as agreed by the Principal;



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Please be aware that the completion of the form and the approval letter from the Principal will take some time. This may mean that you will have to administer the medication yourself in the first instance. Please give office staff plenty of notice as these requests cannot be granted immediately.

The administration of any medication is dependent upon the staff member, who has agreed to assist, being available. In some circumstances, the medication may not be able to be administered. Two staff members will be present when medication is administered.

Students must not carry medications unless there is a written agreement between the school and the student's parents, that it is part of the student's health care plan.

Non-Prescribed Medications

NSW Health advises that "non-prescribed medications" – i.e. over-the-counter products like panadol and cough medications, may also be potentially harmful to students and thereby require the same authority by a doctor before the school is able to administer such medications. If you do not have a letter from the doctor the school will not be able to administer this type of medication.