



# Somers School Camp



## Health Care Needs Policy

### **Purpose**

To ensure that Somers School Camp provides appropriate support to students with health care needs.

### **Objective**

To explain to Somers staff, visiting schools staff, parents, carers, and students the processes and procedures in place to support students with health care needs when in residence at Somers.

### **Scope**

This policy applies to:

- all staff, including casual relief staff
- 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 Somers *First Aid, Administration of Medication, Anaphylaxis and Asthma* policies.

It is the responsibility of each visiting school to ensure all confidential medical forms are completed by parents/carers prior to the scheduled visit including:

- Medication Authority Form (includes student profile information)
- Student Health Support Plan (if required)
- Asthma Action Plans (if required)
- Anaphylaxis Management Plans (if required)

Copies of these forms must be provided to Somers in advance, along with any supplementary documentation completed by the student's treating practitioner, or if the principal of the visiting school has agreed, completed by the parents or carers.

All information is kept in hardcopy and these documents are stored in a secure location (Somers first aid room) as per the Department's records management policy. Access is limited to DET employees who have a duty of care and responsibility for students whilst at the school. If required, Somers will seek further clarification of student needs, with the visiting school prior to commencement.

A summary of the medical forms will be available in the Staff Room, Main office, Visiting Teachers' Lounge, First Aid Room, Kitchen, for other staff to access as required. A hardcopy of relevant medical forms will also be located in the First Aid Centre.

### **Student health support planning**

In order to provide appropriate support to students at Somers who may need medical care or assistance, a Student Health Support Plan will be provided to the visiting school and will be reviewed by the Somers First Aid/Wellbeing Coordinator and adjusted as required for the 9 day 24/7 context 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 and use of health-related equipment



# Somers School Camp

- emergency care needs, such as predictable emergency first aid associated with asthma, seizure or diabetes management.

Students with complex medical care needs, must have an up-to-date Student Health Support Plan which provides for appropriate visiting school staff to undertake specific training to meet the student's particular needs.

If attending Somers parents/carers should provide accurate information about the student's condition, provision of care or health care needs, ideally documented by the student's treating medical/health care practitioner on a Medical Advice Form (or relevant equivalent).

Somers staff will contact parents and carers to attend a Student Support Group meeting to discuss the contents of a student's Health Support Plan and physical assistance/support that the student may need during their residential tenure.

Where necessary, Somers 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.

## Management of confidential medical information

Confidential medical information provided to Somers to support a student will be:

- shared with all relevant staff so that they are able to properly support students diagnosed with medical conditions and respond appropriately if necessary.

## Communication

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

- Available publicly on our school's website
- Included in Somers and visiting school staff induction processes

## Further Information and Resources

- the Department's Policy and Advisory Library:
  - [Health Care Needs](#)
  - [Health Support Planning Forms](#)
  - [Complex Medical Care Supports](#)
  - [Child and Family Violence Information Sharing Schemes](#)
  - [Privacy and Information Sharing](#)
  - Administration of Medication Policy
  - First Aid Policy

## Policy Review and Approval

<u>Policy last reviewed</u> 04/06/2021	Mark Warner Somers School Camp Principal
<u>Approved by</u>	
<u>Next scheduled review date</u>	January 2023



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