



HEALTH POLICY

(This is one component of our Child Safe Environment Policies)

AIM

We are committed to providing an environment that promotes children's health, safety and wellbeing in accordance to the Education and Care Services National Regulations.

PROCEDURE

Exclusion of children from preschool will be:

- in accordance with the infectious disease's guidelines of the N.S.W. Department of Health
- when children have been vomiting or had diarrhoea during the previous 24 hours
- when children are unwell and have had a temperature within the last 24 hours.
- When they have commenced prescription medication within the previous 24 hours.
- When children have had to seek medical treatment from a GP or had medication administered including Panadol, Nurofen or any other non-continuous medication within the previous 24 hours.
- Children with Head lice will be excluded from preschool until hair is treated, active eggs and lice removed.
- for the following day after being sent home from preschool due to health concerns.
- When a dept. of health order is issued, that vary the practise of the service, the management and Nominated Supervisor will notify all stake holders of the implication of the order and the guidelines, the service is required to adhere to.

Sick children

- Staff will alert the Nominated Supervisor or Responsible Person, when a child is unwell
- The Nominated Supervisor or Responsible Person will determine when Parents/Guardians are to be called.
- Staff will complete a Accident/Incident Report for the parents/guardians and isolate the child where possible and required. (Regulation – 87)
- Staff will support the child and adhere to all Infectious control procedures.
- When a child's Parent/Guardian is unavailable the Authorised Nominees will be contacted.
- Parents are requested to notify the service when medical attention is required following an incident at the service.
- The Regulatory Authority will be notified within 24hours of service notification when further medical attention is required.

Children with Medical Conditions (Regulation – 90)

- The Approved Provider will ensure families of children with specific medical conditions will be given a copy of this policy (Regulation 91)
- Educators will develop a Risk Minimisation Plan in consultation with families and medical professionals.
- An ongoing communication plan will accompany the risk minimisation plan to ensure all staff and families are informed and kept up to date to any changes to the Risk Minimisation Plan.
- Children with Asthma will have a National Asthma Council Australia Action Plan completed by the doctor and be reviewed every 12 months. Medication required less than 3 hours (severe Attack) will be required to be monitored at home unless advised by a doctor.
- Anaphylaxis management: all children with identified anaphylaxis will have an ASCIA Plan for Anaphylaxis accessible to Educators and kept within their enrolment record.
- The child cannot attend the service without their prescribed medication.
- Children with Food allergies will have a contingency plan detailing response completed with the doctor (using the Risk Minimisation Plan)
- The Approved Provider and Nominated Supervisor will ensure all staff maintain current First Aid, CPR, Asthma and Anaphylaxis Management training (Regulation - 136)

- The Nominated Supervisor will ensure to display medical management plans and ensure all Educators are aware of the medical and risk management plans to follow.
- Families of Children who have food allergies/intolerances are encouraged to provide a substitute food item for birthdays, events and celebration foods provided by other families or the service.

Medication

- A medication record and register will be kept by the Approved Provider including all information set out in Regulation 92 sub regulation (3).
- Medications can only be administered if it has been prescribed by a medical practitioner, from its original container, bearing the original label with the name of the child, instructions and expiry or use by date. (Regulation – 95)
- Relevant details are completed on a Medication Authority form.
- The medication must be given to the staff for safe storage.
- Medication will be administered only when a second staff member checks the measured dosage with the written instructions.
- the staff member who administers the medication and the staff member who checks the medication will sign the Medication Authority form.
- Analgesics e.g. Paracetamol cannot be administered without the written advice of the child’s doctor or dentist for the stated specific illness.
- Despite Regulation 93, medication may be administered to a child without an authorisation in case of an anaphylaxis or asthma emergency (Regulation – 94)
- Any other concerns staff may have about the administration of medication must be checked and approved by the Nominated Supervisor or the Responsible Person.

Dental care program will -

- Promote the education of good dental care.
- Promote healthy eating and the drinking of water.
- Visit to/from the local dentist.

Immunisation:

Under the Public Health Act 2010, the only people who can be enrolled are those who have an approved form that shows they are fully immunised OR, on a catch-up schedule OR, have medical reason not to be immunised.

- Parents/Guardians are required by the Public Health Act to provide documentation of the enrolled child’s immunisation status.
- Parents/Guardians are required to provide up to date immunisations to the preschool within 2 months of the due date.

Children who have a medical reason not to be vaccinated are required to provide either an AIR Immunisation Medical Exemption Form completed and signed by a medical practitioner OR an AIR Immunisation History Statement that includes the words ‘medical contraindication’ or ‘natural immunity’.

Parents/Guardians are required to-

- Provide documented proof upon enrolment to confirm enrolment.
- In the case of an outbreak of an infectious disease all unimmunised children will be excluded from attendance to the pre-school in accordance with the department of health guidelines
- Fees will be charged during this period of exclusion.
- An immunisation register will be kept annually and updated regularly.

Infectious Diseases (Regulation 88)

- Families will be notified of any infectious disease outbreaks as soon as practicable.
- The Approved Provider will maintain high levels of hygiene and cleaning to minimise the spread of any infectious diseases.
- The Approved Provider will Implement exclusion periods consistent with current information from a relevant recognised authority

- Approved Providers and the Nominated Supervisor will ensure the premises, furniture and equipment are kept safe, clean and well maintained, including high risk areas (e.g. bathroom/toilets, sandpit), clothing and equipment (e.g. toys, carpets, mats) through cleaning and maintenance schedules.
- The Nominated Supervisor, Responsible Person and Educators will promote and model hygiene practices with all families and children.

First Aid

- Staff have medical first aid kits available to them inside in the bathroom, outside in the shed; and portable kits are also available.
- Portable kits are taken on excursion and during emergency procedures.
- All medication and treatments are recorded and signed by staff and parents/guardians.
- The company 'Accidental Health & Safety' monitor the first aid kits every 6 months, replacing used and out of date items. The Nominated Supervisor and Responsible Person ensure the kits are fully stocked and maintained. (Regulation 92)
- Refer to Accident/Incident Policy

Pandemic

- In the case of a pandemic outbreak. The preschool will implement and follow the advice from the relevant State and National Government organisations to ensure the safety and health of our children and minimise any spread of the infection/incident.

Attachments

- 1 Medical History Permission Form
- 2 Medication Authority Form
- 3 Ongoing Medication Form
- 4 (Medical Conditions) Risk Minimisation Plan
- 5 Asthma Anaphylaxis Action Plan.

(Reviewed annually with NQF and QIP)

Date last amended 10.06.25