HEALTH SUPPORT POLICY

Staff are committed to safety and wellbeing of all children in our centre and will provide timely first aid in the event of illness or injury.

FIRST AID
- If a child becomes ill or injured, this is immediately reported to the director.
- All staff are trained to administer basic first aid.
- The first aid equipment is located in the kitchen, on the wall adjacent to the fridge.
- Children’s individual medication is kept in the child’s named basket, located in the grey steel cabinet in playroom by entrance to kitchen.
- In the event of an injury or illness the child will be treated by the nearest available adult using the basic first aid kit or following the child’s individual health plan.
- The incident is recorded as per the incident sheet, signed by a the treating staff member and by a parent.

According the seriousness of the illness or injury:
- an ambulance may be called
- a parent contacted, and the child monitored until collected.
- if a parent is not contactable, then an adult from the child’s emergency list will be called

Head injuries:
Parents will be notified immediately

ROUTINE HEALTH AND PERSONAL CARE SUPPORT

Health Care Plans
- Some children may require assistance with routine or emergency health needs.
  For example: asthma.
- These children must have a health care plan signed by the doctor in order for staff to proceed with appropriate care
- Copies of plans are available from the director.

Personal Care Plan
Some children also require support with daily living skills, including:
- Eating and drinking
- Continence care
These children also require a health care plan.

All plans are located in the grey steel cabinet in the play room.

It is the responsibility of parents to ensure that the information on all care plans is appropriately updated by a health care professional.

MEDICATION

- As much as possible, we encourage students to take medication outside of kindergarten hours. For example, if medication needs to be taken 3 times a day; it can be taken in the morning [before kindergarten], afternoon, [straight after kindergarten] and at bedtime.
• Under DECD guidelines the school is not authorised to stock medication [e.g. paracetamol] on premises for general use.

• If the child needs to have regular medication, a form, available from the director, must be signed by the health care professional.

• Medication brought to kindergarten must be in the original pharmacist container, with written directions on the label

• The child’s name needs to be on the label.

• Medication must be brought to a staff member to be stored.

• The staff member giving the medication will record the time and sign medication log form. This will also be signed by the parent.

• Only one day’s worth of medication with be stored at a time.

INFECTION AND INFESTATION MANAGEMENT

Infection and Infestation Management

Staff undertake standard worksite precautions including.

• Covering personal cuts and abrasions with a waterproof bandage and ensuring the same has been done for the children.

• Using barriers for protection such as wearing gloves during provision of continence care.

• Nappies will be double bagged before disposal.

Additional precautions include:

• Seeking advice from health authorities regarding infection/ immunisation protocols.

• Authority to be obtained from parents / carers in managing an infestation eg. Inspection of head lice.