Student Sickness and First Aid Policy

The Kindergarten is NOT equipped to treat sick children.

Children requiring medication during session time will need to be medicated by the parent.

Parents are requested to provide the kindergarten with the following emergency information:-

1. Any medical problems pertaining to each student.
2. The family doctor and clinic.
3. Emergency contact person, phone numbers and address.

The above are provided on student enrolment forms and need to be updated as necessary.

Students are NOT to be sent to kindergarten when they are feeling unwell or have a contagious condition.

-When a child is diagnosed as having an infectious disease the parent needs to notify the Director

-A notice of the occurrence of an infectious disease will then be displayed at the centre without identifying the child or children.

-A note will be sent home to parents giving some information about the disease to which their children may have been exposed.

Students who become ill or are involved in an accident during the day will be given First Aid ONLY.

-Minor cuts will be cleaned and covered with bandaids.

-Parents will be contacted to collect a child if the child becomes unwell during a kindergarten session. The child will be observed and kept comfortable until the parent arrives.

-In the case of a serious accident, First Aid will be applied, parents contacted and an ambulance called where necessary. (When medical attention is or should have been sought, the responsible person will notify Regional Office and lodge an IRMS report within 12 hours.)

*** An Incident, Injury, Illness and Trauma record will be completed by staff, and signed by a parent when they have been notified. These records will be filed and kept at the centre.

*** At least one member of staff will have the required qualifications in Advanced Applied First Aid, Asthma and Anaphylaxis but the centre will aim to have all staff trained in these. (HLTAID004 or HLTAID006 are the approved courses.)
Medical Conditions:-
- If medication is part of an ongoing health issue, staff will need to obtain a medication plan from a medical practitioner and the parent’s consent to give medication. The medication will be stored in a safe place away from children (not left in child’s bag) and a medication record completed as each dose is administered.

Parents of a child with a diagnosed allergy or asthma must provide a health care plan signed by a doctor, and the required medication to the centre.
It is the responsibility of the parents to ensure that both the plan and the medication are current. Check use by dates on medications.
It is the responsibility of the parent to inform the school bus driver of the child’s health care plan and medication also.
A child with an expired health care plan and medication will be excluded from the centre until these are updated.
If a child, diagnosed as at risk of asthma or anaphylaxis is enrolled at the centre, a notice must be displayed stating this, possible triggers, symptoms and action required.

The centre will take allergies and medical conditions into consideration when planning activities.

National Quality Standards  2.1, 4.1

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