



Wesley Out of School Hours Care policy

Dealing with Medical Conditions in Children

1. Purpose

To ensure that Wesley Outside of School Hours Care (Wesley OOSH) Educators can effectively respond to and manage a child’s specific health care need, allergy or medical condition including but not limited to asthma, diabetes, epilepsy, anaphylaxis and spectrum and behavioural disorders at the service to ensure the health, safety and wellbeing of all children, educators and visitors.

2. Scope

This policy applies to the staff, educators, children, families and visitors of Wesley OOSH as required by the following Regulations and Standards.

National Quality Standards

QA2	2.1	Each child’s health and physical activity is supported and promoted
	2.2	Each child is protected
QA6	6.2	Collaborative partnerships enhance children’s inclusion, learning and wellbeing

National Regulations (r) and National Law (s)

r90	Medical conditions policy
r91	Medical conditions policy to be provided to parents
r92	Medication record
r93	Administration of medication
r94	Exception to authorisation requirement—anaphylaxis or asthma emergency
r95	Procedure for administration of medication
r96	Self-administration of medication

My time, Our Place

LO3	Children become strong in their social and emotional wellbeing.
	Children take increasing responsibility for their own health and physical wellbeing.



3. Policy statement

Wesley OOSH will work closely with children, families and where relevant, schools and other health professionals to manage medical conditions and behavioural diagnosis of children attending the service.

Wesley OOSH will support children with medical conditions and behavioural diagnosis to participate fully in the day to day program of the service in order to promote their sense of wellbeing, connectedness and belonging to the service. Educators will be fully aware of the nature and management of any child's medical condition and will respect the child and family's confidentiality.

The 'Dealing with Medical Conditions in Children' policy will be provided to parents who identify that their child has a medical condition at the time of enrolment. In consultation with the parent/guardian, a Risk Minimisation and Communication plan will be developed to identify strategies to support the child. It is the parent/guardian's responsibility to provide Wesley OOSH with a current and in-date medical action plan along with in-date medication in its original packaging, clearly labelled with the child's name and the dosage to be administered. Failure to provide a medical action plan or medication will jeopardise your child/ren's enrolment with Wesley OOSH (*regulation 90*).

Wesley OOSH will review children's medical information periodically, to ensure information and medication is in-date. In the event either the medical action plan or medication expires, you will be asked to provide a new medical action plan and/or medication.

4. Principals

Wesley Out of School Hours Care aims to ensure that Staff and Educators can respond to and manage medical conditions including asthma, anaphylaxis, diabetes and epilepsy at the service to ensure the safety and wellbeing of children, educators and visitors.

5. Responsibility and policy owner

The policy owner is the General Manager, Wesley Health, Conferences and Education. The owner is responsible for implementing the policy and achieving the desired outcomes. Wesley Out of Hours School Care employees shall adhere to this policy.

6. Consultation & Approval

This policy has been developed in consultation with key stakeholders including families and the community, the Head of Wesley OOSH, Area Manager/s, Wesley OOSH, Centre Coordinator/s, Wesley OOSH and the Quality, Risk and Compliance Coordinator, Wesley OOSH.

This policy has been approved by General Manager, Wesley Health, Conferences and Education.