



THE CUBBYHOUSE

PRESCHOOL AND LONG DAY CARE

ABN: 64083942858

41 Polwood Street Kempsey 2440 Phone (02) 6562 8591 Fax (02) 6562 1709

54 Pulteney Street Taree 2430 Phone (02) 6551 2100 Fax (02) 6557 8067

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Medical Condition Policy

Introduction

Serious medical conditions including asthma, anaphylaxis, and diabetes need to be effectively managed to ensure that staff are able to adequately care for the needs of children. The management of such medical conditions needs to include the child, the parents, the staff and medical professionals. With effective management of medical conditions children will be able to participate in all aspects of quality care and education.

Goals – What are we going to do?

The Cubbyhouse endeavours to facilitate the effective care and health management of children with asthma, allergies, anaphylaxis, diabetes and other medical conditions.

To provide, as far as practical, an environment where a child with asthma, allergies, anaphylaxis, diabetes or other medical conditions is able to participate equally in all aspects of the program, by minimising the risk of exposure of children identified with asthma, allergies & anaphylaxis to “known” allergens and Management will ensure staff are trained in the administration of the specific medication and ongoing care for the child. Educators and families communicate to keep up to date and aware of medical management plans and treatments for children and any changes that may arise within these plans.

Strategies – How will it be done?

Identifying children with medical conditions:

At time of enrolment parents will be asked to identify if their child has a medical condition, including the diagnosis of asthma, anaphylaxis or diabetes.

If a parent indicates a medical condition is present,

- the parents will be required to work with the service to develop a risk minimisation plan, communication plan.
- A medical management plan (to be developed by a medical professional) will be expected to be provided by the family.
- Parents will be provided with a copy of the Medical Conditions Policy.
- Parents are required to notify on enrolment of foods and substances that children are able to eat/ touch, along with details of foods or substances they are to avoid. Where the details of known allergens change or there is a change in the medical condition parents will be required to notify these changes to the Director as soon as practical, using methods identified in the communication plan.

Where a child already enrolled in the Cubbyhouse subsequently falls into this category then the parents will also be required to follow these procedures as detailed above.

Service expectations:

Parents need to be aware that whilst all care is taken to reduce a child’s exposure to any triggers, allergens or potential allergens the service can not guarantee that exposure will not occur. Whilst the service will implement a range of specific procedures and risk minimization strategies to reduce the likelihood of common allergens within the service educators and parents need to be



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aware that it is not possible for a child care service to remain totally allergen free considering the nature of such a service and the involvement with a large number of children, parents, educators and community members.

Families are asked not to bring food that is known as a potential allergen to a child, to reduce the risk of exposure to products that may cause reaction (such as nuts, eggs) and the service does not provide products made of these substances to that child, or on their days of attendance. However the Cubbyhouse does purchase and will offer to non allergic children, or those children who's risk minimisation plan allows "food that may contain traces of nuts" such as Sao biscuits.

Common allergens and triggers for asthma and anaphylaxis

Peanuts, Eggs, Tree nuts (cashews), Cow's milk, Fish and shellfish, Wheat, Soy, Sesame, Some insects bites, Dust mites, Chemical, Perfumes, Exercise, Air pollution, Emotions

The service will:

1. Display each affected child's Emergency Action Plan within each playroom, plus the kitchen.
2. Ensure that all educators are aware of any child enrolled in the service who has been identified as having an allergy or at risk of anaphylaxis, a diagnosis of Asthma, diabetes or any other medical condition. This will occur during induction.
3. Endeavour to have permanent educators trained in Food Handling and Hygiene practices
4. Endeavour to have permanent educators have received training in Anaphylaxis and the Epi-Pen delivery and emergency Asthma treatment where appropriate
5. Endeavour to have permanent educators trained in identifying signs of hypoglycaemia and hyperglycaemia should a child with this condition (Diabetes) be enrolled
6. Where a child is enrolled with other medical conditions the service will endeavour to have educators trained in any emergency response first aid that may be relevant and appropriate.
7. Ensure that all educators are aware of where any medication for the treatment of allergies, such as antihistamine or an Epi-Pen, asthma medication or other emergency medication is stored
8. Ensure that a child's medication or Epi-Pen is taken with the child should the child leave the service for an excursion or emergency departure.
9. Ensure that there is signage to indicate where each child's medication is stored
10. Implement the Emergency Action Plan in the event of an medical emergency, if this action is required the educator or Nominated Supervisor will contact emergency services, and the family as soon as possible. The Nominated Supervisor will notify the Approved Provider as soon as practicable and either will make a notification to the Regulatory Authority, ACECQA via the NQA ITS website within 24 hours.

Parents of a child with known allergies or children with anaphylaxis, asthma, diabetes or other medical conditions will be required to:

1. Inform the Director on enrolment of the child's "known" medical condition
2. Develop an Emergency Action Plan for the child in consultation with the director and the child's Doctor
3. The parent will assist in the completion of a risk minimisation plan that will be conducted in consultation with the Director to identify any perceived risk and determined strategies to reduce this risk.



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4. Develop a communication plan with the Director to determine the most appropriate means of communicating about the child's medical condition
5. Give permission for the centre to display the Emergency Action plan, containing a picture of the child, and parental contact phone numbers, within the centre. Parents are to acknowledge that this will be visible to educators, other parents and community visitors within the centre.
6. Provide any medication including an Epi-Pen (if required), asthma relieving medication and spacer to the service
7. Regularly check the expiration date on any medication
8. Inform educators of any changes to the status of the child's medical condition

General risk minimisation strategies for children with allergies or at risk of anaphylaxis

1. Children will be taught not to share food
2. Children will wash their hands at designated times throughout the day and prior to and after meal times
3. Children will not be isolated while eating, however children with like allergies may sit together, to reduce the risk of contact allergy or air borne reactions if so determines in consultation with the parents
4. Educators will supervise meal times to reduce the risk of ingestion or cross-contamination of foods
5. The service will continue to remind parents that food likely to cause allergy is not to be bought into the centre
6. The Director in consultation with educators will discuss and inform parents of any observable change to any individual child's reaction or perceived allergic response to a possible or known allergen in order for them to review or develop a specific health management strategy or Emergency Action Plan.

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The Cubbyhouse will endeavour to ensure all children have access to the daily experiences and activities within the centre bearing in mind the potential risk that such an activity may present to children with identified allergies and anaphylaxis. In the event a particular activity may present the risk of an allergic reaction to any identified child consideration will be given as to its overall developmental merit. If still determined to be beneficial and deemed as able to be contained that child may be provided with an alternative experience whereupon all would be closely monitored.

For the administration of Medication please see the Medication Procedure, and Acceptance and Refusal of Authorisations Policy for medication record requirements.

Statutory Legislation and Considerations

Education and Care Services National Regulations 201

Regulations 90 –91,92- 96, 168

National Quality Standards

QA1 - Educational program and practice

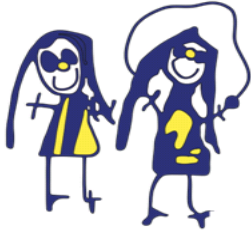
QA2 - Children's health and safety

QA3 - Physical environment

QA4 - Staffing arrangements

QA5 - Relationships with children

Medical Condition Policy – Data, Cubbyhouse Originals, Cubbyhouse Manuals, Policies



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QA6 - Collaborative partnerships with families and communities

QA7 - Leadership and service management

Early Years Learning Framework

Outcome 1 - Children have a strong sense of identity

Outcome 2 - Children are connected with and contribute to their world

Outcome 3 - Children have a strong sense of wellbeing

Outcome 4 - Children are confident and involved learners

Outcome 5 - Children are effective communicators.

Links to other policies

Acceptance and Refusal of Authorisations Policy

Anaphylaxis Policy

Arrival and Departure Policy

Children's Transition of Education Policy

Communication and Interactions with Families Policy

Confidentiality and Privacy Policy

Curriculum Development and Programming Policy

Educator Professional Development Policy

Emergencies and Evacuations Policy

Enrolment and Orientation Policy

Excursions and Incursions Policy

First Aid Policy

Governance and Management Policy

Hygienic Practices Policy

Illness Policy

Incidents, Injuries and Trauma Policy

Inclusion of Children with Additional Needs Policy

Infectious Diseases Policy

Participation of Students and Volunteers Policy

Policies and Policy Review Policy

Record Keeping and Retention Policy

Risk Management Policy

Staff Orientation and Induction Policy

Supervision of Children Policy

Workplace Health and Safety Policy

Links to procedures – (Data, Cubbyhouse Originals, Cubbyhouse Manuals, Procedures)

Emergencies and Evacuations Procedure

Enrolment and Orientation Procedure

Illness, First Aid and Hygiene Procedures

Maintaining Records Procedure

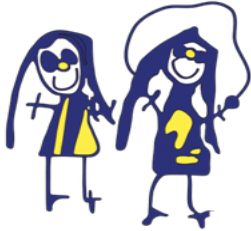
Medication Procedure

Staff Development Procedure

Staff Orientation Procedure

Student Volunteer Orientation Procedure

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Links to forms/ resources

Data, Cubbyhouse Originals, Forms

- ❖ Children's Forms
 - Medical Condition Risk Minimisation and Communication form
 - K Medication Authorisation
 - K Ongoing Medication Form
 - T Medication Authorisation
 - T Ongoing Medication Form
 - W Medication Authorisation
 - W Ongoing Medication Form

Data, Cubbyhouse Originals, Resources

- ❖ Signs
 - Medical Condition Requirement Cards
- ❖ health medical
 - medication cupboard

Developed 2004

Reviewed and Modified 2008, 20011, September 2013, Dec 2014, May 2015, October 2015