

# HEALTH CARE NEEDS POLICY



## Help for non-English speakers

If you need help to understand this policy, please contact Tony Bellette at [tony.bellette@education.vic.gov.au](mailto:tony.bellette@education.vic.gov.au).

## PURPOSE

To ensure that Blackwood Special Schools Outdoor Education Centre (Blackwood) provides appropriate support to students with health care needs.

## OBJECTIVE

To explain to Blackwood parents, carers, staff and students the processes and procedures in place to support students with health care needs at school.

## SCOPE

This policy applies to:

- all staff, including casual relief staff and volunteers
- all students who have been diagnosed with a health care need that may require support, monitoring or medication at school.

## POLICY

This policy should be read with Blackwood's *First Aid, Administration of Medication, Anaphylaxis* and *Asthma* policies.

### Student Health Support Planning

To provide appropriate support to students at Blackwood who may need medical care or assistance, a Student Health Support Plan will be prepared by their Home School in consultation with the student, their parents, carers and treating medical practitioners.

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## BLACKWOOD SPECIAL SCHOOLS OUTDOOR EDUCATION CENTRE

1015 Greendale - Trentham Road,  
Blackwood, Victoria 3458, Australia

*Campus of Frankston Special Development School*  
*Member of Residential Outdoor Schools Association (ROSA)*

**Post:** Post Office, Blackwood, Victoria 3458, Australia

**Phone:** 03 5368 6768

**Email:** [blackwood.specialschools.oec@education.vic.gov.au](mailto:blackwood.specialschools.oec@education.vic.gov.au)

**Website:** [blackwoodssoec.vic.edu.au](http://blackwoodssoec.vic.edu.au)



Student Health Support plans help our school to assist students with:

- routine health care support needs, such as supervision or provision of medication
- personal care support needs, such as assistance with personal hygiene, continence care, eating and drinking, transfers and positioning, and use of health-related equipment
- emergency care needs, such as predictable emergency first aid associated with asthma, seizure or diabetes management.

Students with complex medical care needs, for example, tracheostomy care, seizure management or tube feeding, must have a Student Health Support Plan which provides for appropriate staff to undertake specific training to meet the student's particular needs.

At enrolment or when a health care need is identified, parents/carers should provide accurate information about the student's condition or health care needs, ideally documented by the student's treating medical/health care practitioner on a Medical Advice Form (or relevant equivalent)

Blackwood may invite parents and carers to attend a Student Support Group meeting to discuss the contents of a student's Health Support Plan and assistance that the student may need at school or during school activities.

Where necessary, Blackwood may also request consent from parents and carers to consult with a student's medical practitioners, to assist in preparing the plan and ensure that appropriate school staff understand the student's needs.

Student Health Support Plans will be reviewed by their Home School as per their policy

### **Management of Confidential Medical Information**

Confidential medical information provided to Blackwood to support a student will be:

- recorded on the student's file
- shared with all relevant staff so that they can properly support students diagnosed with medical conditions and respond appropriately if necessary.

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## COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Included in staff induction processes
- Made available in hard copy from school administration upon request

## FURTHER INFORMATION AND RESOURCES

- the Department's Policy and Advisory Library:
  - [Health Care Needs](#)
  - [Health Support Planning Forms](#)
  - [Complex Medical Care Supports](#)
- Administration of Medication

## REVIEW CYCLE

Policy last reviewed	Feb 23
Approved by	Principal
Next scheduled review date	Feb 27

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