



ALAWA PRIMARY SCHOOL

POLICY

TITLE OF POLICY: Health of Students Policy

EFFECTIVE DATE: 01/2025

LAST REVIEW DATE:

NEXT REVIEW DATE: January 2027

TARGET AUDIENCE: Staff, Parents, Carers and Students

VERSION NUMBER: 1

1. INTRODUCTION

The health of students is relevant to learning and is important in all educational contexts. Healthy students are more alert, engaged and better able to concentrate.

All children and young people of compulsory school age are entitled to participate in education and training regardless of their health status.

Students that have health support needs at school will:

- be assisted through regular assessment of risks and identification of strategies to mitigate any risks, inclusive of the development of individual health care plans if required
- be provided with first aid (including emergency care)
- be provided with temporary care when they become unwell at school
- be supported in relation to the administration of their medications.

Taking into account what is reasonable and safe in each individual case, schools (in consultation with parents) are expected to support students to develop independence in managing their own health.

The school's responsibility does not extend to administering prescribed medication and/or health care procedures to students who are able to administer this medication or carry out this procedure themselves. Should this occur though, the school does have a responsibility to take reasonable steps to ensure student safety.

Schools are required to implement practices related to student health that comply with:

- [Education and Care Services \(National Uniform Legislation\) Act 2011 \(NT\)](#)
 - Common Law obligations (see definitions below)
 - work health, anti-discrimination and privacy legislation
- and demonstrate a commitment to collaboration with parents.

2. BUSINESS NEED

To adhere to The Department of Education and Training policy/directive, Alawa Primary School has developed A Health of Students Policy. The Health of Students Policy rationalises directions and clarifies context, as well as provide the generic expectations and obligations of the school towards students and their health care needs.

3. SCOPE

This policy and its associated guidelines apply to Alawa Primary School. It governs the actions of all departmental staff working with students and their families on matters related to student health.

4. DEFINITIONS

Common Law obligations are duties that are derived from judicial decisions (the courts) and custom, as distinct from statute (the laws created by parliament).

Parent means a child's father, mother or any other person who has parental responsibility for the child, including a person who is regarded as a parent of the child under Aboriginal or Torres Strait Islander customary law or tradition.

5. ROLES AND RESPONSIBILITIES

Principals will:

- implement policy and procedures, including development and documentation of school-specific procedures that reflect departmental policy and guidelines, to ensure that systems are in place to protect the health and safety of all students when they are at school or involved in school sanctioned activities.

All school staff will:

- take reasonable measures to protect students against risk of injury or harm which is reasonably foreseeable (note: the standard of care expected of schools and teachers is higher than that expected of parents)
- apply policy and procedures that protect the health and safety of all students when they are at school or involved in school sanctioned activities
- take reasonable care for the health and safety of all persons in the work environment and cooperate to ensure the health and safety of all, including assisting in an emergency
- where staff do not have first aid qualifications, provide assistance to ensure that a student receives medical attention including first aid.

Parents will:

- Assist schools in their efforts to keep their child safe and healthy, including, ensuring the school has the latest information available in relation to the child's health status and needs.

6. ATTACHMENTS (DET Internal)

- A. [Student's Health Care Action Plan Template](#)
- B. [Student's Health Care Plan Form](#)
- C. [Diabetic Client Form](#)
- D. [Epilepsy Management Plan Template](#)
- E. [Emergency Medication Management Plan for Midazolam Form](#)
- F. [Seizure Major Generalised First Aid Guide](#)
- G. [Seizure Record Template](#)
- H. [EpiPen Student Information Form](#)

7. RELATED POLICY, LEGISLATION AND DOCUMENTS (DET Internal)

Legislation

- [Education Act 2015 \(NT\)](#)
- [Disability Standards for Education 2005 \(Cwlth\)](#)
- [Anti-Discrimination Act 1992 \(NT\)](#)
- [Education and Care Services \(National Uniform Legislation\) Act 2011 \(NT\)](#)
- [Information Act 2002 \(NT\)](#)
- [NT Work Health and Safety \(National Uniform Legislation\) Act 2011 \(NT\)](#)

Policy/Guidelines

- [Asbestos in Schools](#)
- [Drugs in Schools](#)
- [Excursions](#)
- [Physical Activity Requirements for Schools](#)
- [Safety in School Sport](#)
- [School Nutrition and Healthy Eating](#)

- [School Swimming, Water Safety Programs and Aquatic Activities](#)

8. ACKNOWLEDGEMENTS

The department would like to thank the New South Wales Department of Education for its permission to adapt [Student Health in NSW Public Schools: A summary and consolidation of policy](#).

9. ROLES AND RESPONSIBILITIES

1. Family responsibilities

- Notify the school of the child's medical condition.
- Provide up to date emergency contact information.
- Advise the school immediately if there are any changes to the condition, medication, treatment or other factors relevant to the child's health.
- Provide written medical documentation, instructions and medications as directed by a qualified physician.
- Complete a medication consent form if medication is required.
- Provide relevant and current Action Plans. Include a coloured photo of the child on written form.
- Work with the school core team to implement a Health Care Plan that accommodates the child's needs throughout the school day as well as during school excursions.
- Provide properly labelled medications and replace medications after use, when requested by school staff or before expiration.
- Educate the child in the self –management of their medical condition:
 - symptoms
 - how and when to tell an adult that assistance is required
 - administration of medication (which will be supervised by staff)

2. School responsibilities

- Be knowledgeable about and follow *The Administration of medications to students with notified medical conditions policy and procedures*.
- Review the health records submitted by parents and the student's doctor.
- Identify a core team to work with parents and the students (age appropriate) to design and implement the Health Care plan. The core team to include the class teacher, Special Education Teacher and staff designated to administer medications.
- Changes to the Health Care Plan should be made with input from core team members.
- Ensure that school personnel designated to administer medications, including the use of an EpiPen, are properly trained in recognising and responding to signs and symptoms of medical episodes.
- Ensure that medications are appropriately stored and an emergency kit is available. Medications kept in an easily accessible secure, locked (except in the case of EPIPENS), location central to designated school personnel.

- Ensure that all staff members who interact with the student understand the medical condition, can recognise symptoms and know what to do in an emergency.
- Ensure that all staff members know where in the server copies of all Health Care Plans can be found and that special case students (diabetes & anaphylactic) are on wall in staff room and sickbay (including relief teachers).
- Ensure that all teachers have copies of their students Health Care Plans in their program.
- All relief teachers will receive a folder which has student Health Care Plans
- Be prepared to handle a medical episode and ensure that there is a staff member available who is properly trained to administer medications during the school day regardless of time or location.
- Review Health Care Plan, with parents and response of staff members with the core team after an episode has occurred.
- Include all students, including those with medical conditions, in school activities. Students should not be excluded from school activities solely based on their medical condition. Discuss excursions, camps etc. with the family child to decide appropriate strategies for managing the medical condition.
- When on excursion or school camp: school to identify students with current medical needs on record, put together a comprehensive list including any medicines required and provide to staff members attending. *when going on school camp a specific note will be sent home requesting any details regarding current medical needs or dietary requirements.
- When on excursion or school camp: allocate a staff member to take lead of relevant paperwork, student check ins and administration of medication.
- take reasonable measures to protect students against risk of injury or harm which is reasonably foreseeable (note: the standard of care expected of schools and teachers is higher than that expected of parents).
- apply policy and procedures that protect the health and safety of all students when they are at school or involved in school sanctioned activities • take reasonable care for the health and safety of all persons in the work environment and cooperate to ensure the health and safety of all, including assisting in an emergency • where staff do not have first aid qualifications, provide assistance to ensure that a student receives medical attention including first aid.

3. The Student's Responsibility

- Should be encouraged to be assertive (based on their developmental level) about the needs of their medical condition by informing peers, teachers and friends.
- Students should report circumstances where they felt unsafe with regard to their medical condition or report bullying or threatening behaviour within the school to their teacher and parents.
- Notify a staff member immediately if they feel any symptoms related to their medical condition.
- Be as cooperative as possible and follow instructions from staff in relation to them providing assistance for the medical condition.