



# HEALTH CARE NEEDS POLICY

## AT COBRAM SECONDARY COLLEGE

*The school of choice for the Cobram Community*



### **Help for non-English speakers**

If you need help to understand the information in this policy please contact Cobram Secondary College, 5871 1700.

### **STATEMENT OF COMMITMENT**

Cobram Secondary College believes every student deserves a safe and positive learning experience where they are engaged and supported to reach their full potential.

The College adheres to the principles of Australian democracy and takes into account the diversity of all children and makes reasonable efforts to accommodate them. This includes (but is not limited to) the needs of Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, children who identify as lesbian, gay, bisexual, transgender, intersex and questioning (LGBTIQ+) individuals, and children who are vulnerable.

The College is committed to creating a child safe environment protecting children from all forms of abuse and neglect.

### **PURPOSE**

To ensure that Cobram Secondary College provides appropriate support to students with health care needs.

### **OBJECTIVE**

To explain to Cobram Secondary College 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 Cobram Secondary Schools *First Aid, Anaphylaxis, Medication* and *Asthma* policies.

## **Student health support planning**

In order to provide appropriate support to students at Cobram Secondary College who may need medical care or assistance, a Student Health Support Plan will be prepared by the Student Connectedness Team in consultation with the student, their parents, carers and treating medical practitioners.

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)

Template health planning forms are available here:

<https://www2.education.vic.gov.au/pal/health-care-needs/resources>

Cobram Secondary College 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, Cobram Secondary College 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:

- when updated information is received from the student's medical practitioner
- when the school, student or parents and carers have concerns with the support being provided to the student
- if there are changes to the support being provided to the student, or
- on an annual basis.

## **Management of confidential medical information**

Confidential medical information provided to Cobram Secondary College to support a student will be:

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

## **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 and child safety training processes
- Included on the staff portal
- Made available in hard copy from school administration upon request

**FURTHER INFORMATION AND RESOURCES**

The Department’s Policy and Advisory Library (PAL):

- [Health Care Needs](#)
- [Health Support Planning Forms](#)
- [Complex Medical Care Supports](#)
- [Child and Family Violence Information Sharing Schemes](#)
- [Privacy and Information Sharing](#)

**POLICY REVIEW AND APPROVAL**

Policy last reviewed	June 2023
Approved by	Principal
Next scheduled review date	June 2026