

STRADBROKE SCHOOLS

“Excellence and Achievement in a Supportive School Environment”



Dear Parents/Caregivers,

Your Children's Health Care Management

Staff members are trained in first aid and will call you or your emergency contacts if the need arises. It is essential that you keep your personal information and emergency contact numbers updated throughout the year.

So that we can provide the best possible health care for your child at school please complete the enclosed forms together with the details of your child's medical practitioner. The management of your child's health at school will be based upon this information.

The Medication Plan should be completed by you and your child's doctor if your child needs to take medication at school. In most cases, junior primary students will need more supervision with medication and other aspects of health care management. **Staff can only accept medications that are prescribed by your doctor. These should be delivered to the school in a pharmacy labelled container together with the updated Medication Plan for your child, signed by your doctor.** This way staff know that they have the right person, right dose, right time and right method of administration. Most pharmacists will provide an extra, fully labelled container for school purposes when requested.

Staff cannot accept more than one week's supply of medication at any one time and medication should be handed adult-to-adult. Please do not send medication with the children.

Student Medical information will need to be updated at least every 6 months. Written instructions from parents must include a signed medical plan from your doctor if the medication is to be administered by school staff.

We have attached a **Medical Plan and a medical record form based on information you have given us previously for your child's condition. Specific medical records** are also available for **asthma, diabetes, epilepsy and anaphylaxis**, should you need one or more of these. Please obtain any additional forms from the Health Centre as soon as possible.

Please note that, as most staff have been Asthma trained, it will not be necessary for children to have puffers stored at school for the occasional use. Children who are in Year 3 or above and who are self-managing are permitted to keep their puffer in their school bag. School staff, however, should be alerted to your child's health and medical condition. Students who require ongoing Asthma support need to have an updated Asthma Medical Plan completed by your doctor.

If you have specific asthma related queries it would be valuable for you to contact the Asthma Foundation of South Australia Inc. on telephone 82389300 for information on "Helping Your Child With Asthma at School."

The above recommended guidelines are from DECD – the Department for Education and Child Development – and are in place in the interests of safety and good health management of all children and staff. Thanking you in advance for your co-operation in this matter.

What families need to do

1. Complete the attached forms with your child's medical practitioner and return to Health Centre Staff at school. Forms will be filed in the Health Centre for future use and information.
2. Bring to the Health Centre Staff your child's medication (no more than a week's supply) in a correctly marked pharmacy container along with a current Medication Plan signed by your doctor. **If your child's medication should change, a new Medication Plan will need to be completed by your doctor.**
3. Please advise Health Centre staff if medication is no longer required by your child.
4. **Staff cannot administer any medications that are not prescribed by your doctor and documented in your child's Medical Plan.**

Thank you for your support.