



Elizabeth East Kindergarten

Health Support Policy

Our kindergarten is committed to supporting the health, safety and well being of all Children.

We acknowledge that parents/carers retain primary responsibility for their children Health care. This includes responsibility for providing accurate, up-to-date, and relevant Information for staff regarding student's routine and emergency health care needs. Any child with health issues will be require to have the appropriate forms completed by a doctor prior to the child being left at kindergarten

- ★ The Elizabeth East Kindergarten **will not administer any medication** to children except when directly prescribed and requested to be administered by the child's doctor:
 - The medication supplied must be in the original container with the prescribing doctor's sticker attached. Medication must also be in date. (Out of date medications will not be administered)
 - Two staff members will be responsible for checking and administrating the medication, the record of the process will be kept in a first aid logbook.

If a child becomes unexpectedly ill or injured, staff will:

- Administer basic first aid as needed
- Follow any individual Health care plan, e.g. EpiPen for anaphylaxis
- Call an ambulance if needed and continue to administer first aid.
- Contact parent/carer

Record Keeping:

All accidents and first aid given will be recorded in the first aid log and parents will need to sign the record

.If students require first aid off-site (eg. excursions), staff will:

- Administer basic first aid
- Follow any individual health care plan
- Call an ambulance if needed and continue to administer first aid
- Inform parent / caregiver (or emergency contact) if first aid might need to be followed-up at home or with a doctor

NOTE:

- Prior to excursions staff will undertake a Risk Assessment process to identify and inform first aid and emergency procedures
- The following need to be taken on off-site activities:
First aid kits (including asthma kits) as well as any other relevant information/medicines needed to protect each child's health and safety