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| INDIVIDUAL PROCEDURES INCLUDED: | |
| OTHER DOCUMENTS/ LEGISLATION TO BE REFERENCED: | <ul style="list-style-type: none"> • Health and Wellbeing Policy • Authorisations Policy • Health and Safety Procedures |

Purpose

The Diocese of Maitland-Newcastle (the Diocese) is committed to the delivery of services consistent with the principles and standards detailed in the resource Integrity in the Service of the Church and ensuring that these services support the health and wellbeing of children in our care.

Policy

St Nicholas shall aim to maintain a child-safe environment that supports the health and wellbeing of children, and which may require staff to provide specialist management of documented medical conditions.

Any notifiable medical condition must be notified to the Nominated Supervisor/Director upon confirmation by a medical professional.

Where a medical condition is notified to St Nicholas, an assessment of the risk to the child, other children in our care and to staff will be conducted and if required, training provided to ensure the health and wellbeing of all parties.

Where ongoing risk assessments deem that St Nicholas is not able to provide the care required, consultation with families will be conducted and if other service providers are known, these will be provided to families to assist in the continuum of care to the child.

Definitions

For the purpose of this policy:

- A child-safe environment means the physical and emotional environment of St Nicholas that supports health and wellbeing, child development and freedom from emotional and physical harm.
- Specialist management of medical conditions means defined procedures to be implemented by staff to the child routinely or in emergency situations based on documented medical conditions.
- Medical conditions include, but are not limited to, anaphylaxis, asthma, epilepsy, diabetes, HIV, haemophilia
- A Notifiable Medical Condition is any condition defined by the NSW Department of Health or other Health Authority within the Commonwealth of Australia that must be notified to health authorities upon diagnosis by a medical professional.
- Assessment of risk means a standardised process to measure the potential impact to children in the care of St Nicholas or the operations of St Nicholas.

Scope

The policy relates to all employees (paid or unpaid) of St Nicholas and families of children in the care of St Nicholas.

Policy Context

This policy should be read in conjunction with the Health and Well Being Policy and the Health and Safety Procedures.

Relationships to Standards

Std 2: Children's Health and Safety

Responsibilities

The Service Director/Nominated Supervisor is responsible for conducting routine checks to ensure staff compliance with the policy.

The Executive Managers are responsible for the review and implementation of actions to ensure the health and wellbeing of children.

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All employees (paid or unpaid) are responsible for the health and wellbeing of children and reporting of any breaches in the policy.

All families are responsible for communication of health status to service staff so that the health and wellbeing of all children in the care of St Nicholas is maintained.

Legislative/Professional Guidelines

Education and Care Services National Law Act 2010: s 173

Education and Care Services National Regulation 2018

Work Health and Safety Act 2011

National Health and Medical Research Council (2005),

Staying Healthy in Child Care Preventing infectious diseases in child care 5th Edition 2013

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