Partnerships with families
18 to 22 September 2023

Dear Families,

As a part of the continuous improvement required by the National Quality Standard, this week we are:

* reviewing the professional standards that guide our practice, and the way we implement these. We welcome your feedback
* reviewing our Medial Conditions Policy. A summary follows:

**Medial Conditions Policy**

Educators and staff will:

* respect the privacy of children and families
* always follow a child’s Medical Management, Risk Minimisation and Communication Plans

The Nominated Supervisor will ensure:

* educators, volunteers and parents get a copy of this Policy if their child has a medical condition
* the Policy includes the management of asthma, anaphylaxis and diabetes
* no child attends without prescribed medication (includes epi-pens, asthma puffers)
* the enrolment record includes details of any specific health needs
* each child with a medical condition/health care need has a medical management plan prepared by a doctor, and risk minimisation and communication plans prepared by the service in consultation with families
* risk minimisation plans cover triggers for the condition and actions to reduce/eliminate them
* communication plans ensure staff and volunteers know about this policy, any medical plans, and how parents can update child’s information
* medical management plans, risk minimisation plans, and location of medications are displayed in a prominent area (while respecting child’s privacy)
* information displayed in foyer mentions child with anaphylaxis attends if relevant (no names)

Families will update the service if/when their child’s medication or health plans change.

There is a copy of the policy near the sign in/out sheet. Please take a moment to read it. We value any feedback you may have.

Nominated Supervisor