

## You and your child's privacy

The department values the privacy of every individual and is committed to protecting all personal and health information we collect.

In Victoria, the laws that set privacy requirements are the *Health Records Act 2001* and the *Privacy and Data Protection Act 2014*. These laws set out what we must do when we collect, use, handle and destroy personal and health information.

Information collected under the Primary School Nursing Program must only be used or disclosed for the purposes described in the Primary School Nursing Program Information Booklet. It cannot be used or disclosed for any other purpose without your consent unless it is required or permitted by law, for example where there is a serious threat to health, safety or welfare.

### How can I access this information?

You may access the information held by the nurse or department.

For more information about requesting access to, or correction of yours or your child's personal information that is collected, please contact the School Nursing Program Manager at your local department office listed on the back page of this brochure. If you would like to request access to or correction of any information the school collects, please contact the school or refer to its privacy policy for further information.

### Find out more

You can find out more information about how the department handles the personal and health information it collects from the Schools' Privacy Policy, <https://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx>

## School Nursing Program Manager Contact Information

### North Eastern Region

Offices at Benalla, Glen Waverley, Seymour, Shepparton and Wodonga

nevr@education.vic.gov.au  
Phone: 1300 333 231

### North Western Region

Offices at Bendigo, Coburg, Greensborough, Mildura and Swan Hill

nwvr@education.vic.gov.au  
Phone: 1300 338 691

### South Eastern Region

Offices at Bentleigh East, Dandenong, Frankston, Leongatha, Moe, Sale and Warragul

sevr@education.vic.gov.au  
Phone: 1300 338 738

### South Western Region

Offices at Ballarat, Footscray, Geelong, Horsham, Keilor and Warrnambool

swvr@education.vic.gov.au  
Phone: 1300 333 232

## Additional support and assistance contact information:

### Lifeline

Phone: 13 11 14  
[lifeline.org.au](http://lifeline.org.au)

### Parentline Victoria

Phone: 13 22 89  
Search 'Parentline Victoria'

### Beyondblue

Phone: 1300 22 4636  
[beyondblue.org.au](http://beyondblue.org.au)

### Homelessness Support

Phone: 1800 825 955  
[services.dffh.vic.gov.au/getting-help](http://services.dffh.vic.gov.au/getting-help)

### Family Violence Support

Phone: 1800 015 188  
[safesteps.org.au](http://safesteps.org.au)

### Food Security Support

[askizzy.org.au/food](http://askizzy.org.au/food)

### Gambling Support

Phone: 1800 858 858  
[gamblershelp.com.au](http://gamblershelp.com.au)

### Drug and Alcohol Support

Phone: 1800 888 236  
[directline.org.au](http://directline.org.au)

Published by  
Department of Education  
Melbourne  
November 2023  
© State of Victoria

## The Primary School Nursing Program





# The Primary School Nursing Program

The Primary School Nursing Program is a free service offered by the Department of Education (the department). It is available to all children attending government primary schools, English Language Schools, Catholic and independent schools in Victoria. It is part of a range of health and support services for school students and their families. The aims of the program are to promote child health and wellbeing and to assist in the early identification of children with potential health and development related learning difficulties.

## The program offers families and caregivers:

- an assessment of any concerns you may have regarding your child's health, wellbeing and development
- advice and information about your child's health, and referral to other services if needed
- advice, information and support for families and school communities to promote the health and wellbeing of children and families.

## The Prep Health Assessment

A health assessment is offered to all children in their first year of primary school. Your child's school will provide you with an envelope containing information about the School Entrant Health Questionnaire (SEHQ). The questionnaire can be completed online or you can request a paper copy.

You are asked to give information about your child's health history and any concerns you may have about your child's health, wellbeing and development.

The SEHQ provides important information about your child which the nurse will use to understand any concerns and to conduct appropriate health assessments. If your child needs a brief health assessment, such as a vision or hearing test, the nurse will see your child at school.

Your child cannot receive a health assessment under the Primary School Nursing Program without your consent.

## After the health assessment

If the nurse has concerns about your child's health after the assessment, the nurse may contact you. The nurse may suggest referring your child to another health professional or agency. A report will be sent to you, outlining the outcome of your child's assessment, if required.

## Health assessments for older children (Grades 1–6)

If you or your child's teachers have concerns about your child's health, you can ask for the Primary School Nurse to assess your child. Referral forms are available at your child's school or you can contact the nurse directly at the closest department regional office listed on the back page of this brochure.

## Health assessments for children at English Language Schools or newly arrived from overseas

A health assessment may also be offered to the following children:

- all children attending English Language schools
- any primary school children who have recently arrived in Victoria from residing overseas.

## Important privacy information

### Why should I give this information?

This information is important in providing support for your child. It helps:

- the nurse to understand any worries you may have about your child's health and development.
- the school to understand how your child's health may affect their learning.

### Do I have to provide this information?

It is your choice to provide this information.

### What will the information I provide be used for?

Information collected under the Primary School Nursing Program will be used to:

- identify your child's health needs
- provide advice, support and referrals if required
- manage, plan, improve and evaluate the delivery of school health and educational services.

This information is also used to study the health of all children starting school in Victoria, and will be used for research and statistical purposes. When the information is used in this way, identifying information about you, your child or your family is removed to ensure your personal and health information is protected.

