

Student Health Support Plan

Asthma & Allergies



This plan outlines how the school will support the student’s health care needs, based on a documented Medical Management Plan completed and endorsed by the student’s treating medical/health practitioner. **This form or a condition specific form (e.g. Epilepsy Management Plan, Asthma Management Plan, Diabetes Management Plan) must be completed for each student with an identified health care need.** Students with Anaphylaxis must have an Individual Anaphylaxis Management Plan in accord with the Anaphylaxis Policy.

For any student with an identified health, mobility or personal care need, the appropriate Medical Management Plan must be completed by the relevant Medical/Health Practitioner and attached to this plan. If the student takes medication during school hours for their condition, the Medication Authority Form must also be completed and updated as required by a registered Medical/Health Practitioner and provided to the school by the authorised parent/carer and attached to this plan. Refer to Medical Management Policy for more information

Refer also to [Victorian Government Health Care Needs Resources](#).

This plan enacts the authorised medical advice and is to be completed by the Program Support Group (inclusive of the principal/nominee, parent/carer and where appropriate student).

Student’s name:	Date of birth:
Medical / Health Practitioner Name: (Note refer to Medical Management Plan)	Medical / Health Practitioner Contact: URL (where relevant):
Year level:	Proposed date for review of this plan:
School E Number: E1245	School Name: St Louis de Montfort
School suburb: Aspendale	School Phone: 9580 5169

Parent/carer contact information (1)	Parent/carer contact information (2)	Other emergency contacts (if parent/carer not available)
Name:	Name:	Name:
Relationship:	Relationship:	Relationship:
Home phone:	Home phone:	Home phone:
Work phone:	Work phone:	Work phone:
Mobile:	Mobile:	Mobile:
Address:	Address:	Address:

How the school will support the student's health needs

Student health condition/medical diagnosis/diagnoses:	Describe functional impact for the student
<p>Does the student have needs that could impact on the management of their health condition at school? (select all relevant):</p> <p><input type="checkbox"/> cognitive,</p> <p><input type="checkbox"/> communication,</p> <p><input type="checkbox"/> sensory seeking,</p> <p><input type="checkbox"/> vision,</p> <p><input type="checkbox"/> hearing,</p> <p><input type="checkbox"/> learning or behavioural needs</p>	
<p>Does the student have mobility needs?</p>	

Student health condition/medical diagnosis/diagnoses:	Describe functional impact for the student
<p>Is there a need for additional support related to the wellbeing of the student?</p> <p>(e.g. psychological wellbeing, interrupted attendance, learning in other settings such as hospital and CAMHS programs, deteriorating health, supervision for eating disorder, grief and loss issues, palliative care)</p>	
<p>Is there a need for additional support with daily living tasks?</p> <p>(e.g. assistance with personal hygiene, continence care, oral eating and drinking, transfers and positioning, nose-blowing, handwashing, menstruation management)</p>	
<p>Attendance e.g. select subjects, flexible attendance, hospital education, Virtual School, dual placement special school:</p>	
<p>Does the student require a PLP? What specific factors need to be addressed e.g. personalised care and support, independence, mobility, communication, etc.</p>	
<p>Consent for sharing information with relevant health professionals.</p>	

Support	What needs to be considered?	Document how the school will support the student's health care needs?	Person responsible for ensuring the support
Overall support	<i>Environment/Classroom/Learning Areas</i>	<ul style="list-style-type: none"> • Asthma /Allergy plan is located in e.g. First Aid / staff room and a copy is available in the classroom and specialist areas. • Student will be supervised when administering asthma medication. • Student will receive correct medication as per Action Plan • A risk assessment will be conducted to determine students' risk and mitigation strategies to be employed • Student will be supervised in the classroom / first aid room / before recess and lunch / PE classes / activity / camps / excursion etc.. • The needs of student's asthma/ allergy triggers will be considered when staff plan school-based activities including camps & excursions. e.g swimming program - if required, an additional PSG will be held to plan for this event and incorporate medical advice. • Students will have access to their individual medications located in the First Aid Room • Student will have access to spare medication/asthma emergency kit in the first aid room if required. (Please note as the School Medical Management Policy parents are required to provide spacers and asthma medication) • If student has an asthma attack at school this will be recorded on the e.g. School First Aid Form – School and Parent/Guardian Record Form. • Act on advice and warnings from MACS Emergency Management associated with a potential thunderstorm asthma activity, and implement communication strategy to inform the school community and parents or carers. Implement procedures to avoid exposure, such as staying indoors with windows and doors closed. Implement emergency response 	<p>Donna Lannan Staff</p> <p>Classroom teacher</p> <p>Classroom teacher</p> <p>Staff</p> <p>Principal</p>

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		<p>procedures and follow individual Asthma Action Plans as needed.</p> <ul style="list-style-type: none"> All CRTs are inducted in the school and are made aware of students' medical needs as required. A risk assessment will be conducted to determine student's risk and mitigation strategies to be employed. 	Administration team
	<p><i>How can the recommended support be provided in the simplest manner, with minimal interruption to the education and care program?</i></p> <p><i>Who should provide the support? Are additional or specialised training arrangements required e.g. Diabetes Victoria, Epilepsy Foundation, RCH Complex Care.</i></p>	<ul style="list-style-type: none"> Student can access their medication in the first aid room/office room at any time during the school day as required under supervision. Teachers have direct contact with the office to communicate that asthma /allergy medication is required. Student is taken to the first aid room by teacher/ LSO/ student or medication is brought directly to them. Student needs to pre-medicate prior to exercise - classroom teacher/PE teacher will provide verbal reminders. All school staff are trained annually to support asthma through First Aid training at the beginning of the year. This includes teachers, ancillary staff, volunteers, relievers and school leadership. Staff should complete one-hour Asthma Education Training at least every three years. Completed before the commencement of Term 1. Ensure those staff with a direct student wellbeing responsibility such as administration staff, physical education or sport teachers, first aid and school staff attending camp have completed an accredited Emergency Asthma Management (EAM) course at least every 3 years or prior to the commencement of Term 1 	<p>Whole staff</p> <p>Principal</p> <p>Principal</p>

Support	What needs to be considered?	Document how the school will support the student's health care needs?	Person responsible for ensuring the support
Routine Supervision for health-related safety	<i>Does the student require medication to be administered and/or stored at the School?</i>	<ul style="list-style-type: none"> Trained staff support the administration of medication as per schools Administration of Medication to Students Procedure. 	Principal/Staff
Other considerations	<p><i>Are there other considerations relevant for this health support plan?</i></p> <p><i>Travel to and from by bus to venue</i></p> <p><i>Excursions/sporting events</i></p>	<p><i>To reduce asthma/allergy triggers for student school can:</i></p> <ul style="list-style-type: none"> mow school grounds out of hours when possible to reduce dust e.g. having the carpets and curtains cleaned regularly and out of hours examine the cleaning products used in the school and their potential impact on students with asthma conduct maintenance that may require the use of chemicals, such as painting, during school holidays turn on fans, air conditioning and heaters out of hours when being used for the first time after a long period of non-use avoid sharing foods School staff will consult with parents of students at risk of asthma to ensure that appropriate risk minimisation strategies are in place to manage an asthma episode should it occur on the way to or from the venue on the bus. This includes the availability and administration of a Ventolin. The Ventolin and Asthma Action Plan for Asthma must be with the teachers on the bus. Risk Assessment will be undertaken for each individual student attending. If a student/s at risk of asthma is attending, sufficient school staff supervising the special event will be trained in the administration of Ventolin and able to respond quickly to an asthma episode if required. Students individual Ventolin/Allergy/Medication Action plans will be carried in class first aid bag with the classroom teacher 	<p>Principal to supervise</p> <p>Classroom teachers</p> <p>Classroom teachers</p> <p>Classroom teachers</p>

Support	What needs to be considered?	Document how the school will support the student's health care needs?	Person responsible for ensuring the support
	<i>Families</i>	<ul style="list-style-type: none"> • First Aid bags to carry spare Ventolin • Parents/guardians to regularly check with administration staff that the medications onsite are within expiry date • Parents/guardians/carers are to provide an Action Plan with your child's photo every 12 months to the office. This must be signed by a medical practitioner and uploaded on Operoo. 	<i>Families</i>

Agreement/Signatures

This ***Student Health Support Plan*** has been developed with my knowledge and input based upon health advice received from the student's medical practitioner

Name of parent/carer or adult/mature minor* student: _____ Signature: _____ Date: _____

Name of principal (or nominee): _____ Signature: _____ Date: _____

**Please note: Mature minor (refer page 73 of [Privacy Compliance Manual](#)) is a student who is capable of making their own decisions on a range of issues, before they reach eighteen years of age.*

Please note: Where required, Student Health Support Plans should be reviewed at least annually or when the parent notifies the school that the student's health needs have changed. It should otherwise be reviewed as needed. For example, principals may instigate a review of the health care in response to a particular incident.

Privacy Statement: The school collects personal information so as the school can plan and support the health care needs of the student. Without the provision of this information the quality of the health support provided may be affected. The information may be disclosed to relevant school staff and appropriate medical personnel, including those engaged in providing health support as well as emergency personnel, where appropriate, or where authorised or required by another law. You are able to request access to the personal information that we hold about you/your child and to request that it be corrected. Please contact the school directly. [Privacy Policy](#)

Individuals to receive copies of this Student Health Support Plan:

1. Student/Parent/Carer

Guidance Advice for Students with Health Management Needs

Complex Medical Needs: This guidance advice provides additional information for schools seeking to understand the functional impact of the student's health needs and document an appropriate plan for support.

Is specialised medical training required by relevant school staff to administer any complex medical procedures?

What is the relevant medical body or professional required to provide training?

- Does the treating hospital provide training or is there another organisation?
- How often does the training need to occur?
- Does the medical advice form nominate a contact that can assist with training for complex medical care?
- How will the procedure be recorded including completion of the first aid log or individual student logs/records?

For complex medical needs, where the treating hospital does not supply training, the school can complete a referral to RCH School care program e.g. (e.g. gastrostomy or other tube feeding, postural drainage, routine oxygen, tracheostomy care, catheter/stoma management).

The medical management plan and Student Health Support plan should be developed and must be in place prior to the child commencing attendance noting that in some cases, there may be an interim Medical Management Plan and Student Health Support Plan if the school is awaiting relevant medical or other information at the time the child commences attendance, and it would not be reasonable to delay a child's attendance in the circumstances. The Medical Management Plan and Student Health Support Plan must be kept in the enrolment record for that child.

Is the student required to take medication?

- Is medication required to be taken at school?
- Can the student self-administer the medication? e.g. use a nebuliser
- Is training required to administer medication? e.g. Epilepsy/Diabetes Emergency Medication
- How will the administration of medication be recorded including completion of the medication administration log?

Ensure that written advice is received, from the student's medical/health practitioner for appropriate storage and administration of the medication – via the MACS Medication Authority Form.

Administration of Medication to Students Procedures

Ensure that there are contingency provisions in place (whilst awaiting the staff member to receive training), to facilitate the student's attendance at school.

A plan for taking medication on camp or excursions, will be required

Ensure that a medication log or equivalent official medications register is completed by the person administering the taking of the medication.

<p>Are there Medication and equipment storage requirements?</p> <ul style="list-style-type: none"> ● Is temperature a consideration for storage? ● Does the medication need to be regularly checked for supply & ‘use by date’? ● In an emergency, e.g. fire evacuation, is a plan to access medication necessary? ● Are there special requirements for disposal of materials? e.g. injections, strips, blood 	<p><i>Arrangements for storage of medication on excursions and camps needs to be considered e.g. ensuring the storage temperature, secure storage</i></p>
<p>Are there any facilities that need to be audited?</p> <ul style="list-style-type: none"> ● Can the student access the facilities required? ● Is an environmental audit required? ● Are facilities such as two-way locking doors, ramps, rails, lift, tap and door modifications required? ● Do current facilities comply with disability standards e.g. gradient of ramps, lift capacity etc. 	<p><i>Ensure the school’s first aid room/sick bay and its contents provide the minimum requirements and discuss whether other requirements can be facilitated in this room to meet the student’s health care needs.</i></p>
<p>Is planning with/for the Ambulance Service required?</p> <ul style="list-style-type: none"> ● Is a First Aid emergency management plan in place? Where is the emergency management plan located? How is the emergency plan enacted? ● Is the student registered with the Ambulance Service? (If so, this needs to be reviewed every two years) ● Is there a preferred hospital in the case of an emergency? ● How will medical emergencies be documented? ● Is a Personal Emergency Evacuation Plan (PEEP) form required? 	<p><i>For example, ambulance access to the site; identifying who will call and meet the ambulance; whether the child/student will be accompanied and if so, who will do this – and how will they communicate?</i></p> <p><i>For example, other post-incident management including reviewing plans and procedures and possible staff support and counselling.</i></p> <p><i>Ensure that emergency contact details are up to date.</i></p>

Personal Care Needs

<p>Does the student require specialised equipment and / or support for toileting?</p> <ul style="list-style-type: none"> ● How will the dignity and privacy of the student be protected? ● What OHS implications are there for this student? ● What OHS implications are there for staff and/or students? ● Is a care and learning plan for toileting or hygiene required/appropriate? ● Is additional equipment such as a change table, hoist, special toilet seat etc. required? ● Is transfer training required to support toileting? ● What level of staffing is required for the personal care activity to be conducted safely? e.g. instruct, model or monitor ● What bathroom amenities are required? Is item positioning relevant? e.g. well placed soap dispenser, mirror, disposal systems, facilities for washing and changing clothing if required ● Is there adequate storage & security of aids and equipment for the student? e.g. shelf, cupboard ● Can the student independently wash & dry after a soiling incident? ● Are there special requirements for the disposal of items? e.g. nappies, soiled clothes, blood 	<p><i>Applications for therapy and specialised furniture or equipment items valued over \$300 can be made via the CECV Therapy and Equipment program. CECV Therapy and Equipment Guidelines are published annually on CEVN.</i></p> <p><i>Specialised equipment must be endorsed by a qualified provider e.g. SCOPE and accompanied by a commercial quotation. Refer to the CECV Therapy and Equipment Guidelines or contact the Learning Consultant Chronic Health/ Physical Disability at the region for support.</i></p> <p><i>Where approved, CECV providers will train staff in the manual handling, transfers, use of equipment and OHS requirements (hygiene)</i></p> <p><i>Parent provides all items used by the student e.g. nappies, testing strips, spare clothes, sharps container</i></p> <p><i>School supplies items for OHS for staff safety e.g. disposable gloves, bins, masks Consider dignity and Child Safety when assisting with washing & drying a student</i></p> <p><i>Consider OHS and training requirements for LSOs who are physically assisting with personal care, mobility, transfers etc.</i></p>
<p>Does the student require support and/ or equipment for eating and drinking?</p> <ul style="list-style-type: none"> ● How will the dignity and privacy of the student be protected? ● What OHS implications are there for the student e.g. choking? ● Are there any OHS implications for staff and/or students? ● Can the student independently access their food and drink or do they require support? e.g. open lunch-box, feed themselves, require feeding, require drink bottle to be held, PEG feeding, choking mitigation, ● Does the student require specialised equipment? ● Is training required for staff? e.g. PEG feeding, choking plan/procedures? 	<p><i>If a detailed plan is required, use the hyperlink below to access a template to devise the 'Eating/Drinking Plan' Eating/Drinking Management Plan</i></p> <p><i>Note also students with eating disorder that may require supervision during and post eating.</i></p>

<p>Does the student require support for dressing?</p> <ul style="list-style-type: none"> ● How will the dignity and privacy of the student be protected? ● What OHS implications are there for staff and students? ● Can the student independently remove clothing and dress themselves? e.g. PE program, sport carnival, swimming program on camp etc. ● Can the student remove and put on a brace or AFO? 	<p><i>If a detailed plan is required, use the hyperlink below to access a template to devise the 'Dressing Plan'</i></p>
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Wellbeing

<p>Where services are approved and provided by a visiting nurse, physiotherapist, or other health worker, have access arrangements been agreed to? Has due diligence been completed? Refer CECV Guidelines for NDIS and External Providers.</p> <p>Are protocols for the review of access arrangements documented and agreed to?</p>	<p><i>Detail who the worker is, the contact staff member and how, when and where they will provide support.</i></p> <p><i>Ensure that the school provides a facility which enables the provision of the health service.</i></p>
<p>Are there other considerations relevant for this health support plan?</p> <ul style="list-style-type: none"> ● Is there a need for planned support for siblings/peers? ● Do family circumstances impact on the planning? ● Does behaviour or awareness need to be taken into consideration? 	<p><i>For example, in relation to behaviour, such as special permission to leave group activities as needed; planned, supportive peer environment, supervision.</i></p>
<p>Are there environmental accommodations required to minimise risks?</p> <ul style="list-style-type: none"> ● Is a quiet or rest place required during the school day? ● Is a risk assessment required at school, excursion venue, camp, a worksite or TAFE? ● Are special requirements needed for lockdowns and evacuations? ● Can the school minimise risks? e.g. exposure to allergens ● Are specific night time routines required e.g. CPAP? 	<p><i>Note: For camps and excursions, use the hyperlink below, for the 'Camp & Excursion Risk assessment tool' Risk Assessment Tool</i></p> <p><i>For example, in relation to the environment, such as minimising risks such as allergens or other risk factors.</i></p>

Are there subject requirements?

- Are there any equipment items, materials or activities in a particular subject that would impact safety for the student or others? e.g. swimming, fumes, proximity to soil (Cystic Fibrosis), knives, power tools

Are alternatives available e.g. a student with a known allergen to chlorine may not be able to attend the local pool?

[Victorian Government Health Care Needs Resources](#)