

Risk Management plan for children with Medical Conditions

Risk Minimisation and Communication Plan

Asthma
 Anaphylaxis
 Allergy
 Intolerance
 Dietary
 Medical Condition

Childs Name:	
Child DOB:	
Child Diagnosed at Risk of:	
Triggers :	
Behaviour tendencies:	

RISK MINIMISATION PLAN

	Risk	Strategy	Who Is Responsible
<input type="checkbox"/>	Staff not being aware of triggers and symptoms	All staff to be informed of Medical condition. Needs and Interests are considered.	<ul style="list-style-type: none"> Parent / Guardian to provide Medical Management Plan on enrolment and update as necessary Nominated Supervisor to ensure this is on display Educators to ensure they check the Medical Management Plans for children attending the session.
<input type="checkbox"/>	Current medication is at the centre and accessible to educators	<p>Emergency Medication is stored in emergency bags on staff</p> <p>Medication is also stored in an individual bag for each child, clearly labelled with expiry dates (in Centre's medication cupboard)</p> <p>A record/log of medication for each child as required</p> <p>Medication is kept up-to-date, non-expired</p> <p>All plans are displayed in an area for staff to access</p>	<ul style="list-style-type: none"> On enrolment, medication is to be received by the service before the child attends care There is a process at enrolment time for the Responsible person and educators to check off as they receive all the required documents and medication Communication between families about Medication Policy & Procedures takes place at the service Staff keep a record of maintaining each medication and when each is due for expiry. Communication is established between families before medication is to expire

<input type="checkbox"/>	Awareness & Training Needs of Educators	Staff to attend any necessary Support Training.	<ul style="list-style-type: none"> • Nominated Supervisor to plan training courses for all Educators • Educators to be involved in any planning or consultation of inclusiveness in the centre.
		At least one trained staff member to be on shift at all times, in line with Regulations	<ul style="list-style-type: none"> • Nominated Supervisor to ensure at least one staff member with relevant first aid training is on each shift • Nominated Supervisor to also ensure at least one staff member on shift that has relevant training in dealing with anaphylaxis reactions and asthma management.
<input type="checkbox"/>	The child participating as fully in the program as necessary	Staff to receive a list of interests/hobbies and activities that the child likes to be involved in.	<ul style="list-style-type: none"> • Liaise with family the interest/ hobbies/ desires and needs of the child.
		Staff able to plan educational and fun inclusive programs and review where necessary	<ul style="list-style-type: none"> • Regular training on Inclusiveness offered to staff and review training where appropriate and necessary.
<input type="checkbox"/>	The child follows all routines and transitions within the environment and program.	Educators set clear expectations, rules and boundaries and verbally and physical display this for the child.	<ul style="list-style-type: none"> • Educators liaise with parent and child about the centre expectations, rules and routines.
<input type="checkbox"/>	Staff will endeavour to ensure that the child will not participate in activities that may be a trigger to any asthma symptoms	Options within the service & program for children to eliminate the triggers	<ul style="list-style-type: none"> • Educational leader and educators to ensure the program is flexible for all children • Educators to ensure there is sufficient indoor space, equipment and resources for all children to fully participate

COMMUNICATION PLAN

The Approved Provider (Management Committee) are responsible for ensuring Medical Management Plans are received for all children as required by legislation, and that a Risk Minimisation Plan and Communication Plan is also developed. The Management Committee may delegate this responsibility to the Nominated Supervisor.

The Nominated Supervisor is to ensure all persons who may be nominated as the Responsible Person on Duty are aware of the Risk Minimisation and Communication Plan and implement this with all Educators each session.

The Nominated Supervisor will ensure notations are available at the centre and regularly sent out to families reminding them that there are children enrolled at the service with intolerances.

Parent / Guardian Approval:

- I am aware that my child's food intolerances and symptoms will be on display to staff to ensure my child's safety,
- I have read and agree with the above Risk Minimisation Plan

Parent / Guardian Name: _____

Parent / Guardian Signature: _____

Date: _____

Nominated Supervisor Name: _____

Nominated Supervisor Signature: _____

Date: _____

