

Department of **Education**
Learners first, connected and inspired



Learner Health Care and
Safety

Policy



Learner Health Care and Safety Policy

1. Scope (audience and applicability)

This policy applies to all staff who provide and support learning in early learning settings, schools and colleges. It addresses health care and safety. Emotional safety is included in the [Learner Wellbeing and Behaviour Policy](#)

2. Purpose

The purpose of this policy is to:

Ensure that all schools and colleges provide medical and health care appropriate to their duty of care towards students, including students with intensive health care requirements

Ensure that schools and colleges are physically safe places

Support schools and colleges to adhere to legislation relating to child protection and information technology

Support schools and colleges to adhere to relevant sections of the [Education Act \(1994\)](#)

Support early years settings, schools and colleges to adhere to relevant sections of the Department of Education's internal document, [Legal Issues for Schools and Colleges](#)

Support early years settings, schools and colleges to make relevant connections between student health care and the Australian Curriculum

3. Definitions

School/s: In this document this term includes early years settings, schools and colleges.

Duty of care: In the school context, duty of care is a common law concept that refers to the responsibility of providing students with an adequate level of protection against harm according to standards set by the courts and the community at large.

Parent/s: includes guardian/s or other person/s having the care or control of a child

4. Policy Statement

Schools provide medical and health care appropriate to their duty of care towards students, including students with intensive health care requirements, and within their duty of care ensure the physical safety of the school environment.

5. Requirements

- This policy requires schools to:

- Implement procedures and practices related to student health that comply with legal obligations and government and departmental guidelines (eg Infection Prevention and Control)
- Where required, collaborate with parents and medical personnel to make appropriate provision for medical and health care on an individual basis, including when appropriate the development and implementation of Medical Action Plans
- Follow departmental guidelines in relation to acute incidents or community health issues
- Provide when required first aid (including emergency care) and temporary care for students who become unwell at school
- Adhere to departmental guidelines in relation to the administration of and safe storage of medications.

6. Responsibilities

The Secretary is to:	<ul style="list-style-type: none"> • Ensure that the relevant Acts are adhered to.
Deputy Secretaries are to:	<ul style="list-style-type: none"> • Ensure that the relevant Acts are adhered to • Ensure the implementation of this policy and associated documentation • Ensure that schools and colleges are provided with appropriate guidance through the provision of policy, procedures and guidelines • When required, issue medical and health care directives and guidelines to schools that are consistent with this policy • Initiate processes for the regular and timely evaluation and review of medical and health care policies and associated documents.
General Managers and Network Leaders are to:	<ul style="list-style-type: none"> • Ensure that principals, teaching and support staff are familiar with the policy and procedures in this area.
School Principals are to:	<ul style="list-style-type: none"> • Implement policy, guidelines and procedures to ensure that reasonable measures and systems are in place to protect the health and safety of all students when they are at school or involved in school activities • Develop and document local procedures to support student medical and health care needs which reflect departmental policy and incorporate local needs • Document and report critical incidents.
All school staff are to:	<ul style="list-style-type: none"> • Take reasonable measures to protect students against risk of injury or harm which should reasonably have been foreseen • Take reasonable care for the health and safety of all students, including assisting in an

	emergency.
Responsible and trained school staff are to:	<ul style="list-style-type: none"> • Administer medications in accordance with departmental policy, guidelines, procedures and medical instructions • Administer medical and health care procedures in accordance with departmental policy, guidelines and procedures • Administer first aid in accordance with departmental policy and procedures.
Parents/carers are responsible for:	<ul style="list-style-type: none"> • Cooperating with the school on medical, health care and safety matters • Informing the school of the medical and health needs of the student at enrolment or when medical/health conditions develop or change • Liaising with the student's medical practitioner about the implications of any medical or health condition for their child's schooling and convey advice and information from the medical practitioner to the school • If required, providing medication and 'consumables' for administration by the school in a timely way and as agreed with the principal • Where relevant, collaborating with the school in planning to support the child's health needs at school including updating information and reviewing plans • If required, at the request of the school staff, removing the student from the school in the event of a health issue or emergency.

7. Associated Documents and Materials

Include any associated internal or external policies, procedures, guidelines including whole of government documents. [Text should be in 'Paragraph' Style]

The following documents are available from www.education.tas.gov.au (Search for the Doc ID)

- Learner Wellbeing and Behaviour Policy (Doc ID: TASED-4-1734)
- Legal Issues for Schools and Colleges (Doc ID: TASED-4-2645) [Staff access only]
- Procedures for Planning Off Campus Activities (Doc ID: TASED-4-1765)
- Procedures for School Science Practical Work (Doc ID: TASED-4-2940) [Staff access only]
- Procedures for the Administration of Medication (Doc ID: TASED-4-1207) [Staff access only]
- Child Protection and Children in Care information sheet at <http://www.education.tas.gov.au/documentcentre/Documents/Child-Protection-and-Children-in-Care.pdf>
- Specific Health Issues Procedures, Information and Contacts (Doc ID: TASED-4-1777) [Staff access only]

- Infection Prevention and Control Guidelines (Doc ID: TASED-4-1213) [Staff access only]
- Anti-discrimination and Anti-harassment Policy (Doc ID: TASED-4-0000) [Staff access only]
- Critical Incident and Emergency Guide (Doc ID: TASED-4-2336) [Staff access only]
- Risk Management (Doc ID: TASED-4-1848) [Staff access only]
- Drug Management and Drug Education (Doc ID: TASED-4-1880) [Staff access only]
- Playground Equipment Safety Check (Doc ID: TASED-4-0000) [Staff access only]
<https://staff.education.tas.gov.au/financefacilities/management/t/playground-equipment2/playgroundchecklist.pdf>
- https://staff.education.tas.gov.au/hr/salaries/non-teaching_staff_salaries_and_allowances/first_aid

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