

MEDICAL EMERGENCIES POLICY

Rationale

- A situation that may be defined as a medical emergency includes loss of consciousness even briefly, serious bleeding, broken bones or an asthma attack that does not respond to medication.
- The school must act immediately, with or without parental/carer consent or if the parent/carer or the child's designated emergency contact delays collecting the child.

Purpose

- To ensure Tarneit West Primary School (Interim Name) responds appropriately to emergency medical situations.
- To ensure the school complies with DET policy and guidelines.
- To ensure the school complies with Child Safe Standards 1, 2 & 6.

Implementation

- The safety and wellbeing of children is this school's highest priority.
- In an emergency situation staff firstly will render first aid and make the injured person as comfortable as possible.
- Staff are expected to be familiar with the school's emergency procedures including those related to excursions.
- Other staff will immediately contact emergency medical services by calling 000 and requesting an ambulance. In doing so, the health and safety of the patient will be the only determining factor. Ambulance membership, or potential costs to families will not be a point of consideration. Such a decision will always be made with a conservative 'better safe than sorry' attitude
- Once the action has been taken, staff will notify parents/carers or the child's emergency contact and then the DET's Security Services Unit on (03) 9589 6266.
- A safe entry point will be made available for the ambulance, and students will be kept away from any accident scene.
- The school's administrative staff will ensure a CASES21 printout of a student or staff member's details will be available to ambulance officers upon arrival.
- A familiar staff member will always accompany a student to the hospital if the attending ambulance officers approve, if no parent or guardian is available.
- Staff members accompanying a student to hospital will be collected by the school, by another adult, or will be returned to school via taxi which will be paid for by the school.
- The principal will ensure that they are aware of the hospital to which the patient is being transported in case they need to inform parents or next of kin, or in case they have to arrange the collection of the accompanying staff member.
- Staff providing first aid may assess that an emergency response is not required, but medical advice is needed e.g. a child receives a blow to the head but there is no sign of concussion. In these circumstances, the school should ask the parent/carer or emergency contact person to collect the child and recommend that advice is sought from a medical practitioner.
- If the child's health and safety starts to deteriorate an emergency situation should be declared.
- If a child has a Not-For-Resuscitation (NFR) order as part of his/her palliative care to manage a deteriorating and life-threatening condition, the first aid response must be documented in the Health Support Plan. In such circumstances, the school will must immediately contact an ambulance.
- Note: It is not the role of the school or staff to make a decision about medical prognosis or determine whether the point of the Not-For-Resuscitation order has been reached.
- On the rare occasion when a staff member has to transport a child to emergency care (such as when an ambulance is not available), at least two adults should accompany the child to ensure the driver is not distracted and the child can be constantly supervised.

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- As outlined in the First Aid Policy, upon the principal’s discretion and provided alternative supervision for remaining children can be arranged, a staff member may accompany a child transported by emergency services when one or more of the following applies:
 - a parent/carer or emergency contact person cannot do so
 - the age or development of the child justifies it
 - the child chooses to be accompanied
- Please refer also to the First Aid Policy, the Emergency & Critical Incidents Policy, the Emergency & Incident Reporting Policy, the Accident Reporting Policy and the Child Safe Standards.

Evaluation

- This policy will be reviewed as part of the school’s three-year review cycle or if guidelines change (latest DET update early July 2017).

Ratification Date	Review Date	Policy Number	Version Number	Date Produced
October 2017	2019	51	1	September 2017

Reference:

www.education.vic.gov.au/school/principals/spag/management/pages/medical.aspx