

MEDICAL ACTION PLANS

(If required)

Dear Parents/Carers,

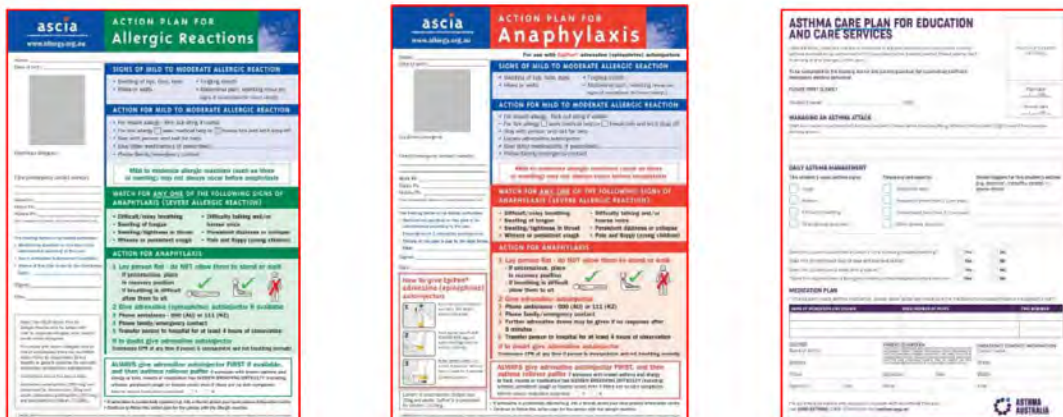
To support your child's health needs, it is essential that the College maintains up to date medical action plans.

Medical Action Plans relevant to your child's condition are issued by your General Practitioner (GP) or specialist and **MUST** be in one of the formats shown below. This ensures consistency across the College and assists staff in providing timely and appropriate care in the event of a medical episode. Letters from a GP, DO NOT satisfy the requirements for a Medical Action Plan.

If your child has asthma, severe allergies or is anaphylactic, it is your responsibility to provide the College with regularly updated medical action plans. Medical action plans for asthma and allergies must be updated annually based on the date the doctor has issued the last medical action plan. Anaphylaxis plans must be updated every 12-18 months, usually when a new autoinjector prescription is issued.

It is essential that all components of the plan are completed, signed and dated by the GP or specialist.

If at any stage your child's medical condition changes, the College must be notified immediately in writing.



The image displays three sample medical action plans. The first two are from ASCIA (Allergic Society of Children in Australia): 'ACTION PLAN FOR Allergic Reactions' and 'ACTION PLAN FOR Anaphylaxis'. Both include sections for 'SIGNS OF MILD TO MODERATE ALLERGIC REACTION', 'ACTION FOR MILD TO MODERATE ALLERGIC REACTION', and 'ACTION FOR ANAPHYLAXIS'. The third document is an 'ASTHMA CARE PLAN FOR EDUCATION AND CARE SERVICES' which includes sections for 'DAILY ASTHMA MANAGEMENT' and 'MEDICATION PLAN'. All plans have designated areas for student details, medical history, and signatures of the GP/specialist and the parent/carer.

Please note we are unable to process your child's Enrolment Application until a current Medical Action Plan (as detailed above) is provided.

We thank you in advance for your assistance with this matter and look forward to working alongside you in the years ahead.