*Charles La Trobe P-12 College takes a zero-tolerance approach to child abuse and is fully committed to ensuring that its strategies, policies, procedures and practices meet all* ***Child Safety Standards as specified in Ministerial Order No. 870 (2015).***

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 consent or if the parent or the child’s designated emergency contact delays collecting the child.

Purpose

* To ensure Charles La Trobe College responds appropriately to emergency medical situations.
* To ensure the school complies with DET policy and guidelines.
* To ensure the College has strategies in place to support the Child Safe Standards 1 and 2.

Implementation

* The safety and wellbeing of children is the highest priority for the College.
* 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 College’s emergency procedures including those related to excursions.
* Other staff will immediately contact emergency medical services by calling 000 and requesting an ambulance.
* In such a situation, staff will take this action without waiting for parent/guardian consent (if the incident relates to a child).  Delays in these circumstances could compromise safety.
* 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.
* 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 parents/guardians 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 College 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.
* 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 student 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 student justifies it
* the student 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 update early September 2014).

Ratification

This update was ratified by College Council on 15th February, 2018.

Reference

[www.education.vic.gov.au/school/principals/spag/management/pages/medical.aspx](http://www.education.vic.gov.au/school/principals/spag/management/pages/medical.aspx)