**Torrens Primary School**

Ritchie Street

 TORRENS A.C.T. 2607

Phone: 6142 0777 Email: admin@torrensps.act.edu.au

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Dear Parent/Carer

## MEDICAL INFORMATION AND CONSENT FORM

I am attaching a *Medical Information and Consent Form* for you to complete and return as soon as possible. The information you provide on this form will assist school staff to provide appropriate first aid support for your child, including the administration of the authorised medications - salbutamol (Ventolin) and adrenaline - in the event of a life-threatening asthma or anaphylaxis emergency.

If your child has a medical condition, you will also need to complete a *Known Medical Condition Response Plan* and/or a *Medication Authorisation and Administration Record*. These forms can be downloaded from the website or call the Front Office for assistance.

The *Known Medical Condition Response Plan* is required *only* for students with a known medical condition. It provides instruction for the management of an identified medical condition and should be completed in consultation with the treating health professional. Without this form, in an emergency, first aid can only be given in accordance with a publicly available generalised action plan related to the condition. The *Known Medical Condition Response Plan* should also be updated annually.

If medication is required to be administered at school a *Medication Authorisation and Administration Record* must also be completed and returned to the school. An individual *Medication Authorisation and Administration Record* must be completed for each medication.

While you are required at least annually to update both the *Medical Information and Consent Form*and *Known Medical Condition Response Plan* (if required), please let us know immediately if there are changes to your child’s health or medical circumstances, during the year. You may also choose to keep certain medical information private. When making this choice, please consider whether this might affect the provision of appropriate first aid care for your child.

If an incident occurs at school or during a school-related activity in the ACT, students will be transported free of charge to the emergency section of an ACT public hospital. Parents/carers are reminded to check their health cover for ambulance transportation outside the ACT, as charges may apply.

Please **complete and return the attached form to the class teacher as soon as possible.** If you have completed this form already *for 2022* *,* please note this on the top of the attached form and still return it to the class teacher.

Yours sincerely,

***Rachel Matthews – Principal***

1 March 2022

***Turn over for detailed instructions for return of all medical forms.***

**All students must return:**

* the *Medical Information and Consent Form* for 2022

**Students with a known medical condition which does not require medication must return:**

* *Medical Information and Consent Form*
* *Known Medical Condition Response Plan* updated for 2022

**Students with a known medical condition not listed below who require medication must return:**

* *Medical Information and Consent Form*
* *Known Medical Condition Response Plan*
* *Medication Authorisation and Administration Record*

**Students with Asthma must return:**

* *Medical Information and Consent Form*
* *Known Medical Condition Response Plan*
* Asthma Management Plan downloaded from [National Asthma Organisaton Website](http://www.nationalasthma.org.au/health-professionals/asthma-action-plans) (https://www.nationalasthma.org.au/health-professionals/asthma-action-plans)
* *Medication Authorisation and Administration Record*

**Students with Anaphylaxis must return:**

* *Medical Information and Consent Form*
* *Known Medical Condition Response Plan*
* Anaphylaxis Management Plan downloaded from [Australian Society of Clinical Immunology and Allergy Website](http://www.allergy.org.au/health-professionals/anaphylaxis-resources/ascia-action-plan-for-anaphylaxis) (https://www.allergy.org.au/hp/anaphylaxis/ascia-action-plan-for-anaphylaxis)
* *Medication Authorisation and Administration Record*

**Students with Diabetes must return:**

* *Medical Information and Consent Form*
* *Known Medical Condition Response Plan*
* Diabetes Management Plan downloaded from [Diabetes Victoria Website](https://www.diabetesvic.org.au/Home) (<https://www.diabetesvic.org.au/Home> - click on “How we help” and “Schools and early childhood settings”)
* *Medication Authorisation and Administration Record*

**Students with Epilepsy must return:**

* *Medical Information and Consent Form*
* *Known Medical Condition Response Plan*
* Epilepsy Management Plan downloaded from [Epilepsy Action Australia Website](https://www.epilepsy.org.au/node/3485) (https://www.epilepsy.org.au/about-us/blog/ )(Register and call 1300374537 for free access)
* *Medication Authorisation and Administration Record*

**All forms are also available from the** [**school website**](https://www.torrensps.act.edu.au/our_school/general_medical_information) **(**[**www.torrensps.act.edu.au**](http://www.torrensps.act.edu.au) **-** click on Medical under Useful Links on the homepage