



POLICY – DIABETES MANAGEMENT POLICY

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1. National Quality Standards

Area	Concept	Descriptor
2.1.1	Health	Each child's health and physical activity is supported and promoted
2.1.2	Health practice and Procedures	Effective illness and injury management and hygiene practices are promoted and implemented
2.2	Safety	Each child is protected
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard

2. Purpose

2.1 The purpose of this Policy is to ensure that Baringa Childcare Centre can provide a healthy and safe environment that is inclusive for all children, staff, visitors and family members. This Policy aims to minimise the risk of a diabetic medical emergency while at the Centre.

3. Scope

3.1 This policy applies to children, families, staff, and management of the Centre.

4. Background

4.1 Diabetes in children can be a diagnosis that has a significant impact on families and children. It is imperative that Educators and staff within the Centre understand the responsibilities of diabetes management. Most children will require additional support from the Centre and Educators to manage their diabetes while in attendance.

- 4.2 Type-1 Diabetes is an autoimmune condition, which occurs when the immune system damages the insulin-producing cells in the pancreas. This condition is treated with insulin replacement via injections or a continuous infusion of insulin via a pump. Without insulin treatment, type-1 diabetes is life-threatening.
- 4.3 Type-2 Diabetes occurs when either insulin is not working effectively (insulin resistance) or the pancreas does not produce enough insulin (or a combination of both). Type-2 diabetes is unlikely to be seen in children under the age of 4 years old.

5. Implementation

- 5.1 A copy of all medical conditions policies will be accessible to all Educators, volunteers and families of the Centre. It is important that communication is open between families and Educators, so that management of diabetes is effective.
- 5.2 All Educators, families and children will be involved in regular discussions about medical conditions and general health and wellbeing throughout our curriculum.
- 5.3 The Centre will adhere to privacy and confidentiality procedures when dealing with individual health needs.
- 5.4 Children diagnosed with diabetes will not be enrolled into the Centre until the child's medical plan is completed and signed by their medical practitioner and the relevant staff members have been trained on how to manage the individual child's diabetes.
- 5.5 It is imperative that all Educators and volunteers at the Centre follow a child's medical management plan in the event of an incident related to a child's specific health care need, allergy or medical condition.
- 5.6 Centre Management/ Nominated Supervisor will ensure:
1. Parents/guardians of an enrolled child who is diagnosed with diabetes are provided with a copy of the Diabetes Management Policy and the Medical Conditions Policy.
 2. All staff members, including volunteers, are provided with a copy of the Diabetes Management policy along with the Medical Conditions Policy.
 3. All staff members have completed first aid training approved by the Education and Care Service National Regulations at least every three years and are recorded, with each staff members' certificate held on the Centre's premises.
 4. When a child diagnosed with diabetes is enrolled, appropriate staff attend regular training on the management of diabetes and, where appropriate, emergency management of diabetes.
 5. At least one staff member who has completed accredited training in emergency diabetes first aid is present in the Centre whenever children with diabetes are being cared for in the Centre.
 6. There is a staff member who is appropriately trained to perform finger-prick blood glucose or urinalysis monitoring and knows what action to take if these are abnormal.
 7. The family supplies all necessary glucose monitoring and management equipment.

8. The child's individual plan will cover known triggers and where relevant other common triggers which may lead to a diabetic emergency.
 9. Each child with type-1 diabetes has a current individual diabetes management plan prepared by the individual child's diabetes medical specialist team, at or before enrolment.
 10. Ensure that a child's diabetes management plan is signed by a registered medical practitioner and inserted into the enrolment record for each child. This will describe any prescribed medication for that child as well as the emergency management of the child's medical condition.
 11. Before the child's enrolment commences, the family will meet with the Centre and Educators to begin the communication process for managing the child's medical condition in consultation with the registered medical practitioners' instructions.
 12. All staff members know how to identify children displaying the symptoms of a diabetic emergency and are aware of the location of the child's Diabetic Management Plan as well as the emergency management plan.
 13. All staff, including casual and relief staff, are aware of children diagnosed with diabetes attending the Centre, symptoms of low blood sugar levels, and the location of diabetes management plans and emergency management plans.
 14. A communication plan is developed for staff and parents/guardians encouraging ongoing communication between parents/guardians and staff regarding the management of the child's medical condition, the current status of the child's medical condition, this Policy and its implementation within the Centre prior to the child starting at the Centre.
 15. Individual diabetes management and emergency medical management plans will be available in key locations throughout the Centre.
 16. A staff member accompanying children outside the Centre carries the appropriate monitoring equipment, any prescribed medication, a copy of the diabetes management and emergency medical management plan for children diagnosed with diabetes, attending excursions and other events.
 17. The programs delivered at the Centre are inclusive of children diagnosed with diabetes and that children with diabetes can participate in all activities safely and to their full potential.
 18. All staff and volunteers at the Centre are aware of the strategies to be implemented for the management of diabetes at the Centre in conjunction with each child's diabetes management plan.
 19. That no child diagnosed with diabetes attends the Centre without the appropriate monitoring equipment and any prescribed medications.
 20. Availability of meals snacks and drinks that are appropriate for the child and are in accordance with the child's Diabetes Management Plan at all times.
- 5.7 Families will provide the Centre with:
1. Details of the child's health problem, treatment, and medications

2. Their doctor's name, address and phone number, and a phone number for a contact in case of an emergency.
 3. A Diabetes Management Plan and Emergency Medical Plan following enrolment and prior to the child starting at the Centre which should include:
 1. When, and how often the child is to have finger-prick or urinalysis glucose or ketone monitoring
 2. What meals and snacks are required including food content, amount and timing
 3. What activities and exercise the child can or cannot do
 4. Whether the child can go on excursions and what provisions are required
 5. What symptoms and signs to look for that might indicate hypoglycemia (low blood glucose) or hyperglycemia (high blood glucose)
 6. What action to take including emergency contacts and what first aid to implement
 7. An up to date photograph of the child
 4. A copy of the child's diabetes management plan and an emergency medication management plan developed and signed by a registered medical practitioner for implementation within the Centre.
 5. The appropriate monitoring equipment needed according to the Diabetes Management Plan.
 6. An adequate supply of emergency medication for the child at all times according to the emergency management plan.
 7. Provide updates to the Centre with any changes to their child's medical condition and provide a new diabetes management plan in accordance with these changes.
- 5.8 In the event that a child suffers from a diabetic emergency, the Centre and staff will:
1. Follow the child's diabetic emergency plan.
 2. If the child does not respond to steps within the diabetic emergency plan call an ambulance immediately by dialling 000
 3. Continue first aid measures
 4. Contact the parent/guardian when practicable
 5. Contact the emergency contact if the parents or guardian can't be contacted when practicable
 6. Notify the regulatory authority within 24 hours

6. Related Legislation and Documents

Legislation	Related Policies
Education and Care Services National Regulation Children (Education and Care Services) National Law NSW Revised National Quality Standard	Sick Children Policy Emergency Aid and Medical Treatment Policy Child Supervision Policy Exclusion of Children with Medical Condition (Illness) Policy

7. Feedback

Families and staff may provide feedback about this document by emailing admin@baringachildcare.com

8. Approval and Review Details

Approval and Review Details

Approval and Review	Details
Approval Authority	Executive Officer
Administrator	Centre Director
Next Review Date	30 June 2021

Approval and Amendment History	Details
Original Approval Authority and Date	13 June 2019
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Notes	Updated to meet the National Law and National Regulations Updated the references to comply with revised National Quality Standard