



# Risk Minimisation Plan

To be completed by staff with the parent/guardian on child's first day. It's required for children at increased risk of medical emergencies including Anaphylaxis, Diabetes and Asthma. Staple to their file when completed.

The following procedures have been developed in consultation with the parent/guardian and implemented to help protect the child identified at high risk of a medical emergency:

Childs Name

DOB \_\_\_/\_\_\_/\_\_\_

Medical Condition

Please list any

Allergens/Triggers/Risks

Activities that may be suitable for the child

Activities that are not suitable for the child

Strategies that should be in place, to minimise the risk to the child

In relation to the child diagnosed at risk	Person Responsible	Strategies
· Current Medical Management Plan, identifying known medical conditions and emergency treatment has been provided.	Parent/ Guardian	Action Plan provided before attendance
· Parents/guardians are aware that the child is unable to attend the program without their prescribed medication if required.	Guardian/Child /Educator	Ensure medication is at services otherwise the child will not be able to attend.
· Parent/guardian is informed that TeamKids provide each program site with an auto-injection device and Ventolin that may be administered by program staff as directed by an emergency medical advisor if required.	Educators	Inform guardians that TeamKids provide medicine to be administered in case of emergency ONLY.
· The prescribed medication expiry date has been checked and verified as in date	Parents / Educator	Expiry date
· Supervision will be increased for children at risk of a severe allergic reaction, or to identify a potential medical emergency, on appropriate occasions i.e. during excursions and workshops.	Educators	Children to be monitored at a higher level when risk is increased.
· Educators will review trigger factors for children's medical conditions to ensure children are not exposed to risk factors or triggers	Educators	Review service resources, facilities, excursion facilities and outside factors, for any exposure opportunities.
· The TeamKids Management Team are responsible for managing and maintaining regular updates about the anaphylaxis, sourcing information for all staff regarding children who may be at risk of anaphylaxis in care. This includes reviewing all policy documents annually.		
· The TeamKids Management Team are responsible for ensuring that a current Medical Management Policy and Communication Plan is developed and available to all parents and staff. The communication plans will be developed in conjunction with parents/guardians and will provide information to guide all staff, children, students and parents/guardians in the management of the medical condition including potential triggers, relevant medication and the appropriate first aid response.		
· The parent/guardian is responsible for informing TeamKids / Program Staff of any changes to the child's Risk Minimisation Plan and Anaphylaxis Medical Management Plan.		
<b>Parents Additional Comments/Instructions:</b>		
<p>I have read and agree to the conditions of the Risk Minimisation Plan. This Plan was developed/reviewed in consultation with the parent/guardian on ___/___/___,</p> <p>Signature Staff..... Signature Parent/Guardian.....</p> <p>Print Name..... Print Name.....</p>		