

1.4. ACCEPTANCE AND REFUSAL OF AUTHORISATION POLICY

Parents and guardians have powers and responsibilities in relation to their children. The children's Services Regulation 2009 refers to these as Lawful Authority.

Our centre requires authorisation for actions such as emergency and regular collection of children, administering medication and providing access to personal records. This policy outlines what constitutes a correct authorisation and what does not and may therefore result in a refusal.

At Highland Grove we utilize the Child's Enrolment Form to collect information regarding parents and guardian's authorisations. Correct Authorisation is given when a parent or guardian completes and signs their child's Enrolment Form.

The centre Nominated Supervisor can waive compliance where a child requires emergency medical treatment for conditions such as anaphylaxis or asthma. An educator can administer medication without authorisation in these cases, provided they contact the parent/ guardian as soon as practicable after the medication has been administered.

At our centre correct authorisation is obtained, referred to and applied appropriately, ensuring reduction of any possible risk.

Source: Education and Childcare Services Regulations
Reviewed; 24/7/20