



## Diabetes Management Policy

### PURPOSE

To ensure that Brighton Beach Primary School appropriately supports students with diabetes. Children and young people with diabetes are no more likely to be sick than other young people and can generally be expected to do everything their peers do. However, at times they may need additional support or special consideration to ensure they are able to participate in education and training on the same basis as other students.

### OBJECTIVE

To explain to Brighton Beach Primary School parents/carers, staff and students the processes and procedures in place to support students with diabetes.

### SCOPE

This policy applies to:

- all staff, including casual relief staff, contractors and volunteers
- all students who have been diagnosed with diabetes and their parents/carers.

### POLICY

Most students with diabetes can enjoy and participate in school life and curriculum to the full. However, due to their diabetes they may need:

- special consideration when participating in sport, excursions, camps and other activities
- extra diabetes management plans for overnight camps and excursions prepared by the student's treating medical team
- special consideration during exams and tests
- extra toilet provisions
- extra consideration if unwell
- some individual supervision
- to eat at additional times, especially when involved in physical activity
- special provisions for privacy when checking blood glucose levels and injecting insulin, if required

Brighton Beach Primary School (BBPS) will consult with parents or carers about the needs of the student and what reasonable adjustments need to be made.

### Definitions

**Type 1 Diabetes** is an auto-immune condition which occurs when the immune system damages the insulin producing cells in the pancreas. Insulin is the hormone that controls blood glucose levels (BGL's). This condition is predominantly treated with insulin replacement via multiple injections each day or a continuous infusion via a pump. Without insulin treatment, type 1 diabetes is life threatening.

**Type 2 Diabetes** occurs when either insulin is not working effectively (insulin resistance) or the pancreas does not produce sufficient insulin (or a combination of both). Type 2 diabetes accounts for around 85 percent of all cases of diabetes, but less than 5% of cases in the school-based population. Type 2 diabetes usually develops in adults over the age of 45 years, but it is increasingly occurring at a younger age. Type 2 diabetes is initially managed with a healthy diet and lifestyle and/or medication that could include tablet and/or insulin

**Hypoglycaemia – low blood glucose** occurs when the blood glucose level drops below a normal level. Hypoglycaemia can be caused by too much insulin, delaying a meal, not enough food or unplanned or unusual exercise. A ‘hypo’ can be dangerous if not treated promptly and can potentially cause irrational or confused behaviour, a seizure and possible loss of consciousness. It is important to treat hypos rapidly as students can feel unwell and their judgment and cognitive abilities may be impaired.

**Hyperglycaemia – high blood glucose** is a condition in which the blood glucose increases above the normal level. Hyperglycaemia can be caused by insufficient insulin, too much food, common illness and/or stress. This state should be avoided where possible and persistent high levels reported back to parents.

### **INDIVIDUAL DIABETES MANAGEMENT**

If a student enrolled at Brighton Beach Primary School is diagnosed with diabetes:

- Parents/carers must provide the school with a current Diabetes Management Plan and Diabetes Action Plan which has been completed by the student’s treating medical team.
- Parent/carers must complete a medication authorisation form detailing any medication required during regular school hours, the dose, administration and storage.
- Parents/carers should also provide a photo of the student to be included as part of the student’s Diabetes Management and Action Plan.
- School staff will work in consultation with parents/carers to develop a Student Health Support Plan which will include details on:
  - how the school will provide support for the student
  - identify specific strategies
  - allocate staff to assist the student
- If a student diagnosed with diabetes is attending a school camp, parents/carers will be informed at the beginning of the year and are required to provide a separate and specific Camp Diabetes Management Plan.
- If a student’s diabetes treatment requirements change, parent/carers must notify the school and provide an updated Diabetes Management and Action Plan.
- School staff will work with parents/carers to review Diabetes Management and Action Plans (and Student Health Support Plans) once a year. Any student Health Support plans will be developed in accordance with BBPS’s Healthcare Needs Policy

BBPS will keep all Diabetes Management and Action Plans in:

- First aid room
- Student’s classroom
- Class backpack

Student’s diabetes supplies are to be provided for diabetes care at school by parent/carer (if required):

- Insulin and syringes/pens/pen needles
- Finger prick device
- Blood glucose meter
- Blood glucose strips
- Blood ketone strips
- Urine ketone strips

- Sharps container
- Hypo food
- Activity food

Student's diabetes supplies will be stored in their classroom and any extra supplies stored in the first aid room.

### **DIABETES EMERGENCY RESPONSE PLAN**

School staff will follow the student's individual diabetes action plan. First aid procedures are outlined in the table below.

#### **HYPOGLYCAEMIA (HYPO)**

##### **BLOOD GLUCOSE LEVEL (BGL) LESS THAN 4.0 MMOL/L**

**Signs and symptoms** Pale, headache, shaky, sweaty, dizzy, drowsy, changes in behaviour. **Note: symptoms may not always be obvious**

<b>Step</b>	<b>Action</b>
1.	If student is conscious, give fast acting carbohydrate as per diabetes action plan
2.	Recheck BGL in 15 mins <ul style="list-style-type: none"> <li>• if BGL less than 4.0mmol/L, <b>repeat step 1</b></li> <li>• if BGL greater than or equal to 4.0 mmol/L, go to <b>step 3</b></li> </ul>
3.	Give sustaining carbohydrate

#### **HYPERGLYCAEMIA (HYPER)**

##### **BLOOD GLUCOSE LEVEL (BGL) GREATER THAN OR EQUAL TO 15.0 MMOL/L**

**Signs and symptoms** Increased thirst, extra toilet visits, poor concentration, irritability, tiredness. **Note: symptoms may not always be obvious**

<b>Step</b>	<b>Action</b>
1.	If student is well <ul style="list-style-type: none"> <li>• Recheck BGL in 2 hours</li> <li>• encourage oral fluids and return to activity (extra toilet visits may be required)</li> </ul>
2.	In 2 hours, if BGL is still greater than or equal to 15.0 mmol/L <ul style="list-style-type: none"> <li>• <b>CALL PARENT/CARER FOR ADVICE</b></li> </ul>
3.	If student is unwell <ul style="list-style-type: none"> <li>• Contact parent/carer to collect student</li> <li>• Check ketones (if able)</li> <li>• If unable to contact parent/carer <b>and</b> blood ketones greater than or equal to 1.0 mmol/L <b>CALL AN AMBULANCE '000'</b></li> </ul>

Staff will call Triple Zero "000" immediately if:

- The student is drowsy/unconscious (risk of choking/unable to swallow)
- The student is unwell, their blood glucose level is greater than or equal to 15.0mmol/L **and** blood ketones are greater than or equal to 1.0 mmol/L

## Training for staff

Brighton Beach Primary School will:

- Ensure all staff are aware of which students have type 1 diabetes, have a basic understanding of diabetes and know how to safely respond in an emergency by completing the Diabetes in Schools level 1 Introductory training.
- Ensure a sufficient number of responsible staff (Responsible staff members voluntarily agree to take on responsibility for supporting students with type 1 diabetes, as documented in the Diabetes Management plan, Diabetes Action plan and the student health support plan) have completed the appropriate training as outlined in the table below and are capable and available to provide the treatment prescribed in a student's individual Diabetes Management Plan and Diabetes Action plan.

Staff	Completed by	Course	Provider	Cost
All Staff	All school staff	Diabetes in Schools – Level 1 Introductory training (online modules)	Diabetes Australia	Free to all schools
Specific Staff	Responsible staff members, ideally staff members who have regular oversight of the student at school e.g. classroom teacher, first aid officer, assistant principal or office administrator. It is recommended at least 3 people hold this role to allow for staff absences.	Diabetes in Schools – Level 2 Intermediate training (online modules)  Level 3 Individualised Skills training (face to face training)	Diabetes Australia	Free to all schools

BBPS will also provide this policy to casual relief staff and volunteers who will be working with students, and may also provide a briefing at the principal's discretion depending on the nature of the work being performed.

## MANAGEMENT OF CONFIDENTIAL MEDICAL INFORMATION

Confidential medical information provided to BBPS to support a student diagnosed with diabetes will be:

- recorded on the student's file
- shared with all relevant staff so that they are able to properly support students with diabetes and respond appropriately if necessary.

## COMMUNICATION PLAN

This policy will be available on BBPS's website so that parents and other members of the school community can easily access information about BBPS's diabetes management procedures.

## **FURTHER INFORMATION AND RESOURCES**

- Diabetes Victoria
- Policy and Advisory library: Diabetes
- Diabetes Guidelines: Supporting students with type 1 diabetes in Victorian schools, Department of Education and Training
- Health Care Needs Policy
- Administration of Medication Policy

## **REVIEW CYCLE AND EVALUATION**

This policy was last updated May 2021 and is scheduled for review in May 2024