

# GOING DEEPER CRITICAL REFLECTION PACK

**Toolbox One:** Best Practice in the Management of Children's Medical Conditions in Outside School Hours Care Services

**Topic:** *Policies and Procedures Supporting Best Practice Management of Children's Medical Conditions*



# Welcome!

This 'Going Deeper Critical Reflection Pack' provides links and questions for ongoing learning about the toolbox topic of:

***Policies and procedures supporting best practice management of children's medical conditions.***

You can access articles related to this topic via the links in this pack and after reading use the provided questions to support your learning and deepen your knowledge.

This package can be used by individual educators or as a small group/team meeting experience.

There is space after the questions to record your thinking and reflection.

# A Place to Begin

## Article One:

### **Dealing with Medical Conditions in Children – Policy Guidelines by The Australian Children’s Education & Care Quality Authority (ACECQA).**

This article provides a set of guidelines intended to assist in the development of your service’s policies and procedures required under regulations 168 and 169. The guidelines set out the main components to be included in your policies and procedures, along with key considerations for each component. While these guidelines are not an exact format to be followed, they provide guidance and further information. These guidelines complement the webinar for this topic, provided in this toolbox.

## Reference:

The Australian Children’s Education & Care Quality Authority (ACECQA)(2021). Dealing with Medical Conditions in Children Policy Guidelines.

## Access article:

[Dealing with medical conditions in children \(acecqa.gov.au\)](https://www.acecqa.gov.au)

---

**Toolbox One:** Best Practice in the Management of Children’s Medical Conditions in Outside School Hours Care Services

**Topic:** Policies and Procedures Supporting Best Practice Management of Children’s Medical Conditions

## Explore the ideas of the article further by responding to the questions below::

- After reading the article, review your current Medical Conditions Policy – are there any additions/amendments that you need to make?
- Considering the following statement from the article, what is unique about your service context and how will this influence the way your policy is developed and presented?

*“Every service is different, so it is not sufficient to apply generic policies and procedures to multiple services. You will need to contextualise your policies and procedures to your service’s operations and its unique context.”*

- From section 6, ‘key terms,’ what terms were new to you?
- In your own words record what these terms mean to you and how you might explain these to another educator or parent.



# A Space for your Reflection

---

**Toolbox One:** Best Practice in the Management of Children's Medical Conditions in Outside School Hours Care Services

**Topic:** Policies and Procedures Supporting Best Practice Management of Children's Medical Conditions

## Go Deeper with your Reflection.

Use the questions below to provide a platform for further critical reflection. Questions like the ones provided can help you to further unpack the ideas that have surfaced as part of reading the article, discussing this article with colleagues, and documenting your reflective process.

### **Take a moment to yourself and answer the following question:**

- How did my thoughts and ideas about the article compare or relate to the ideas of another person?

Next, brainstorm the thoughts about the articles and discussions you have had with a colleague. Write or draw out a response that supports your understanding. You may choose to write or draw this response in the space that has been provided below or you may choose to use your own reflection diary.

N.B Writing or drawing a response can support your understanding of new concepts and knowledge.



# A Space for your Reflection

---

**Toolbox One:** Best Practice in the Management of Children's Medical Conditions in Outside School Hours Care Services

**Topic:** Policies and Procedures Supporting Best Practice Management of Children's Medical Conditions

***“Reflective Teachers think carefully about what they are doing and saying or not saying in the daily interactions with children and question what children have or have not learnt from these interactions”.***

Glenda McNaughton & Gillian Williams (2000) in:  
Techniques for Teaching Young Children p. xi.





This Resource developed by Gowrie NSW is funded by the NSW Department of Education through the Sector Development Program 2023.



---

**Toolbox One:** Best Practice in the Management of Children’s Medical Conditions in Outside School Hours Care Services

**Topic:** Policies and Procedures Supporting Best Practice Management of Children’s Medical Conditions