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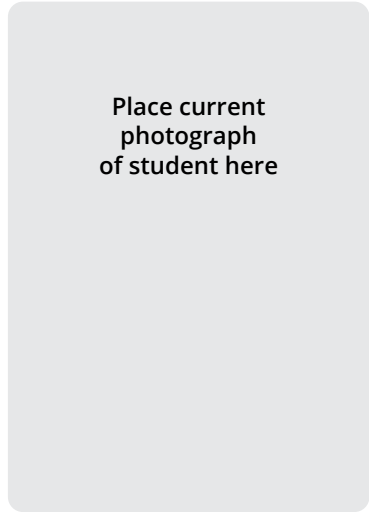
Student details

Name

DOB

Grade /
Year

School



Key contact details

Name

Phone

Alternate
Phone

Relationship

Name

Phone

Alternate
Phone

Relationship

Diabetes health care team

Hospital/Clinic

Phone number

Endocrinologist /
Specialist

Diabetes
Educator

Planning for events, camps and excursions

All planning should be undertaken in consultation with parents/carers.

Notify parents/carers as early as possible of upcoming events to ensure additional planning can be done.

The diabetes management and action plans are adjusted by student's parents/carers and the diabetes healthcare team depending on activity and duration of the event, camp or excursion.

Insulin administration

An insulin pump continually delivers insulin and uses a glucose level and/or a carbohydrate amount when entered - to calculate and deliver a dose (bolus) of insulin.

Insulin pump management is required at school:

Yes No

Student can self-manage their insulin pump:

Yes Supervised No

Nominated name/s of staff to supervise

The alternate staff supervisor is:

Glucose level checking

Type to be used Finger prick /lancet

Continuous Glucose Monitoring

Flash Monitoring

Is student able to check their own glucose levels? Yes No

Yes nominated staff member needs to:

Remind Observe Assist No assistance

No, a nominated staff member needs to check glucose levels.

Nominated staff name/s

Glucose levels need to be checked: (Please select all that apply)

When student feels unwell Prior to recess or snack

Prior to lunch When hypo suspected

Prior to physical activity Prior to exam/tests

Other

Additional glucose checks may be needed in addition to those scheduled if staff or the student are concerned about levels.

Ketone level checking

Ketone level checking may be needed for some students if glucose levels are above target or they are unwell. Not all students will need ketone checks.

Ketone checks required: **No** **Yes** when glucose levels are > _____

Notify parents if ketone levels are > _____

Physical activity

All students should be encouraged to participate in physical activities, including students living with diabetes.

Some students will require a glucose check before sport.

Glucose check before sport Yes No

The students BGL needs to be above _____ before sport.

If the BGLs are between _____ and _____, student can participate immediately.

If below _____ student to have _____ of carbohydrate.

Check _____ minutes later and if within their target range then student can participate as per usual.

If above _____ refer to hyperglycaemia action plan

Check _____ minutes later and if within their target range then student can participate as per usual.

Physical education instructors and sports coaches must have a copy of the action plan and be able to recognise and assist with the treatment of low glucose levels.

During physical activity, pump is to be: On Off

Additional management notes

Roles and responsibilities agreement

Parent/Guardian:

- Inform the school of the student's condition upon enrolment. If the student is already enrolled, they should inform the school as soon as possible after diagnosis
- Contribute to the development of the school-based diabetes management /action plans
- Ensure the school has the current diabetes management plan
- Provide all the equipment the student needs to be safely supported which may include medication, blood glucose meter with test strips, insulin pump consumables and hypo treatment foods/drinks
- Provide guidance and support to school staff when concerns or issues arise
- Provide consent for the school to contact the appropriately qualified health professionals about the student's condition

The Student:

- Bring diabetes supplies to school and allowed to carry hypo treatment and BGL equipment with them at all times
- Be permitted to have immediate access to water by keeping a water bottle on their desk
- Be permitted to use the bathroom without restriction
- Have open communication with their teachers
- Notify their teachers when they are low or feel unwell
- Engage in glucose checks and insulin administration documented in this plan

Diabetes Healthcare Team:

- Assist in developing the student's individual management plan
- Provide relevant contact details in case specific questions arise from parents/schools and Diabetes Australia

School Principals:

- Co-ordinate a encouraging and safe and school environment that:
 - Recognises the student and their family are covered under the Disability Discrimination Act and Disability Standard of Education
 - Involve all students with health conditions in school activities
 - Support students who need supervision or assistance in administering medication
 - Ensures this management plan is adhered to in the school setting
- Ensure that all staff, including casual staff, are aware of the signs and symptoms of low glucose levels and the location of medication including the hypo kit.
- Communicate with parent/carer and health care teams in regards to the student's diabetes management plan in an agreed manner

School Staff:

- Have a comprehensive understanding of the requirements of the student with diabetes
- Support the student in the access and care of their diabetes devices, equipment and supplies
- Understand the signs and symptoms of a hypoglycaemic (hypo) and hyperglycaemic (hyper) episode
- Assist the student with diabetes if a hypo or hyper episode occurs and what treatment is needed according to the Action Plan
- Support the student in management of their condition when the student is unable to do so. This may include glucose checking and/or administering insulin

Parent

Name

Date

Signed

Student

Name

Date

Signed

Healthcare Staff

Name

Date

Signed

Principal

Name

Date

Signed

HYPOGLYCAEMIA

LOW if Blood Glucose Level is below: _____
TREAT IMMEDIATELY

Signs and symptoms
 Note: Symptoms may not always be obvious

DO NOT LEAVE STUDENT UNATTENDED
DO NOT DELAY TREATMENT

Student conscious & cooperative
 Able to eat/drink hypo treatment

Hypo treatment or fast acting carb:
 As supplied or listed on management plan

Recheck BGL
 after _____ mins
 If level is below _____
 repeat fast acting carb

Student unconscious or drowsy
 Risk of choking or unable to swallow

First aid
 Place student on their side and stay with the student

CALL AN AMBULANCE
DIAL 000

Contact parent or guardian
 when safe to do so

Student

Key contact details

Name _____
 Phone _____
 Relationship _____
 Name _____
 Phone _____
 Relationship _____

Insulin Pump Management

Student can push buttons independently
 Yes With Supervision No
 Staff supervisor/s _____

Routine glucose level checking times

Finger Prick/ Lancet	Continuous Glucose Monitoring	Flash Monitoring
When feels unwell	Prior to recess/snack	
Prior to lunch	When hypo suspected	
Prior to exam/tests	Prior to physical activity	

HYPERGLYCAEMIA

HIGH if Blood Glucose Level is above _____
 (High BGLs are not uncommon)

Signs and symptoms
 Note: Symptoms may not always be obvious

Student well
 Re-check BGL in
 2 hours

Encourage student to drink water and return to class.
 Allow extra toilet privileges.

In 2 hours, if BGL still above _____ call
 key contacts for advice

Clinic: _____
Clinic contact: _____
Contact No: _____

Student unwell
 e.g. vomiting

Check ketones
 Yes (refer to plan)
 No

Call key contact(s)
 to collect student ASAP