

You and your child's privacy

DET values the privacy of every individual and is committed to protecting all personal and health information we collect.

In Victoria, the laws that set privacy requirements are the *Health Records Act 2001* and the *Privacy and Data Protection Act 2014*. These laws set out what we must do when we collect, use, handle and destroy personal and health information.

Information collected under the Primary School Nursing Program must only be used or disclosed for the purposes described in the Primary School Nursing Program Information Package. It cannot be used or disclosed for any other purpose without your consent unless it is required or permitted by law, for example where there is a serious threat to health, safety or welfare.

How can I access this information?

You may access the information held by the school nurse or DET.

For more information about requesting access to, or correction of yours or your child's personal information that is collected, please contact the School Nursing Manager at your local DET office listed on the back page of this form. If you would like to request access to or correction of any information the school collects, please contact the school or refer to its privacy policy for further information.

Find out more

You can find out more information about how the DET handles the personal and health information it collects from its privacy policy which is available on its website at <http://www.education.vic.gov.au/Pages/privacy.aspx>

PRIMARY SCHOOL NURSE MANAGER CONTACT INFORMATION

COUNTRY AREA OFFICES

Ballarat Office
swvr@edumail.vic.gov.au
Phone: 1300 333 232

Benalla Office
nevr@edumail.vic.gov.au
Phone: 1300 333 231

Bendigo Office
nwvr@edumail.vic.gov.au
Phone: 1300 338 691

Geelong Office
swvr@edumail.vic.gov.au
Phone: 1300 333 232

Moe Office
sevr@edumail.vic.gov.au
Phone: 1300 338 738

METROPOLITAN AREA OFFICES

Coburg Office
nwvr@edumail.vic.gov.au
Phone: 1300 338 691

Dandenong Office
sevr@edumail.vic.gov.au
Phone: 1300 338 738

Footscray Office
swvr@edumail.vic.gov.au
Phone: 1300 333 232

Glen Waverley Office
nevr@edumail.vic.gov.au
Phone: 1300 333 231

Greensborough Office
nwvr@edumail.vic.gov.au
Phone: 1300 338 691

Keilor Office
swvr@edumail.vic.gov.au
Phone: 1300 333 232

IF YOU REQUIRE URGENT SUPPORT OR ASSISTANCE, PLEASE CONTACT:

Lifeline
Phone: 13 11 14
www.lifeline.org.au

Parentline
Phone: 1300 30 1300
www.parentline.com.au

Beyondblue
Phone: 1300 22 4636
www.beyondblue.org.au

Homelessness Support
Phone: 1800 825 955
<http://services.dhhs.vic.gov.au/getting-help>

Family Violence Support
Phone: 1800 015 188
www.safesteps.org.au

Food Security Support
www.askizzy.org.au/food

Gambling Support
Phone: 1800 858 858
www.gamblershelp.com.au

Drug and Alcohol Support
Phone: 1800 888 236
www.directline.org.au

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THE PRIMARY SCHOOL NURSING PROGRAM



Education
and Training



THE PRIMARY SCHOOL NURSING PROGRAM

The Primary School Nursing Program is a free service offered by the Department of Education and Training (DET). It is available to all children attending government primary schools, English Language Centre Schools, Catholic and independent schools, in Victoria. It is part of a range of health and support services for school students and their families. The aim of the program is to promote child health and wellbeing and to assist in the early identification of children with potential health related difficulties.

THE PROGRAM OFFERS FAMILIES AND CARE GIVERS:

- an assessment of any concerns you may have regarding your child's health and wellbeing
- advice and information about your child's health, and referral to other services if needed
- advice, information and support for families and school communities to promote the health and wellbeing of children and families.

THE PREP HEALTH ASSESSMENT

A health assessment is offered to all children in their first year of primary school. Your child's school will provide you with an information package containing an information brochure on the Primary School Nursing Program and the School Entrant Health Questionnaire (SEHQ). You are asked to give information about your child's health history and any concerns you may have about your child's health.

The SEHQ will provide important information about your child's health so that the nurse can make an effective health assessment. If your child needs a brief further assessment, such as a vision or hearing test, the nurse will see him or her at school.

Your child cannot receive a health assessment under the Primary School Nursing Program without your consent.

AFTER THE HEALTH ASSESSMENT

If the nurse has concerns about your child's health after assessing your child, the nurse may contact you. The nurse may suggest referring your child to be assessed or treated by another health professional or agency. A report will be sent to you, outlining the outcome of your child's assessment, if required.

HEALTH ASSESSMENT FOR OLDER CHILDREN (GRADES 1 – 6)

If you or your child's teachers have concerns about your child's health, you can ask for the Primary School Nurse to review your child. Referral forms are available at your child's school or you can contact the school nurse directly at the closest DET regional office listed on the back page of this brochure.

HEALTH ASSESSMENT FOR CHILDREN AT ENGLISH LANGUAGE CENTRE SCHOOLS OR NEWLY ARRIVED

A health assessment may also be offered to the following children:

- all children attending English Language Centre schools
- any primary school children who have recently arrived in Victoria from residing overseas.

IMPORTANT PRIVACY INFORMATION

Why should I give this information?

This information is important in providing support for your child. It helps:

- the school nurse understand any worries you may have about your child's health
- the school understand how your child's health may affect his or her learning.

Do I have to provide this information?

It is your choice whether or not to provide this information.

What will the information I provide be used for?

Information collected under the Primary School Nursing Program will be used to:

- identify your child's health needs
- tailor help based on your child's individual needs
- manage, plan, improve and evaluate the delivery of school health and educational services.

This information is also used to study the health of all children starting school in Victoria, and will be used for research and statistical purposes. When the information is used in this way, identifying information about you, your child or your family is removed to ensure your personal and health information is protected.

