

Obtaining parents' authorisation and consent

Schools must obtain authorisation and consent from parents and authorised nominees in some circumstances. For example, administering medication to children, children leaving the premises in the care of someone other than their parent, children being taken on excursions.

Parents may refuse to allow authorisation.

All authorisations and refusals are to be kept in the child's enrolment record.

Parent consent (or consent from authorised nominees) and authorisations must be obtained in the following circumstances:

- Administration of medication to children
- Medical treatment in the case of an accident or emergency by a doctor or hospital, including transportation in an ambulance
- Children being taken on excursions and regular outings
- Collection of children from preschool - when leaving the premises in the care of someone other than the parents
- Children having access to the internet and/or an email account
- Photographs being taken of children
- Application of sunscreen/insect repellent

Information about consent or refusal of authorisations is held on the preschool enrolment form.

Departmental preschools are required to comply with the Education and Care Services National Regulations 2011 regulations 92, 93, 102, 160, 161 and 168. These regulations align with the National Quality Standard Quality Area 2: Children's health and safety and Quality Area 7: Leadership and service management.

Acceptance and refusal of authorisations is supported by the following departmental policies:

- Application to enrol in a NSW Government Preschool - Enrolment of Students in NSW Government Schools: A Summary and Consolidation of Policy PD/2002/0006
- Administration of Medication: Legal Issues Bulletin 46, January 2012
- Excursion Policy and Implementation Procedures: PD/2004/0010
- Student Health in NSW Public Schools: A summary and consolidation of policy PD/2004/0034