Policy: Anaphylaxis Management

Rationale:
Anaphylaxis is a severe, rapidly progressive allergic reaction that is potentially life threatening. The most common allergens in school aged children are peanuts, eggs, tree nuts (e.g. cashews), cow’s milk, fish and shellfish, wheat, soy, sesame, latex, certain insect stings and medication.

Purpose:
- To provide a safe and supportive environment in which students at risk of anaphylaxis can participate equally in all aspects of the student’s schooling.
- To raise awareness about anaphylaxis and the school’s anaphylaxis management policy in the school community.
- To engage with parents/carers of students at risk of anaphylaxis in assessing risks, develop risk minimisation strategies and management strategies for the student.
- To ensure that each staff member has adequate knowledge about allergies, anaphylaxis and the school’s policy and procedures in responding to an anaphylactic reaction.

Guidelines:
- All staff will be trained annually in the management of anaphylaxis and the use of Epipens. They will progressively update their training to include the use of Anapens.
- Each child who has a diagnosed risk of anaphylaxis will have an individual Anaphylaxis Management Plan located in the school office with a copy in the First Aid Room, the Canteen and a copy given to the class teacher.
- Information about students with a diagnosed risk of anaphylaxis will be provided to all staff.
- All staff must know the emergency procedure in the event of an anaphylactic reaction.
- Regular updates related to children diagnosed with anaphylaxis will be communicated to staff at the beginning of each term and at weekly briefings

Implementation:
- Students who have been diagnosed with an acute anaphylactic reaction to a nominated allergen will require an EpiPen or Anapen to administered by a trained staff member in the event of an anaphylactic reaction.
- Epipens and Anapens will be securely stored in the First Aid Room. They will be clearly labelled with the student’s name and details of their condition, dosage and emergency numbers and Anaphylaxis Management Plan. Expiry dates will be checked regularly.
- Information about students with a diagnosed risk of anaphylaxis will be provided to all staff. All staff must know the emergency procedure in the event of an anaphylactic reaction.
- Each child with a diagnosed risk of anaphylaxis will have their name on an alert card that is located in every teacher’s yard duty folder carried while on yard duty. Copies will also be displayed in the First Aid Room and Staff Room and Canteen with details of their allergy and course of action in an emergency.
- Casual replacement staff will be alerted to those students in the class with special medical needs including anaphylaxis. A photo of the student together with relevant information will be included in the handbook for casual replacement staff.
- Strategies to reduce risk of exposure to anaphylactic triggers to be discussed between students, staff and parents.
The first aid coordinator will keep all information regarding students at risk up to date and annually review Anaphylaxis Management Plans.

Preventing Allergic Reaction
- Students will not be allowed to share food or snacks at any time.
- The Canteen Coordinator will induct volunteers with information regarding students diagnosed with anaphylaxis and guidelines for food preparation.
- Staff will be made aware that sunscreens, play-doh and cooking oil may contain nut products.
- Staff will be made aware that bee, wasp and insect stings may cause allergic reactions in children.
- Staff will be made aware that eggs and some dairy products may cause allergic reactions in children.
- Classroom teachers of those children diagnosed with a risk of anaphylaxis will be aware of the risks during cooking sessions and will provide alternative ingredients.
- Lollies, chocolates etc. should not be used as treats/rewards by staff including CRE staff.
- Planning for special school events, excursions or camps should include consideration for the potential for anaphylactic reactions in diagnosed students.
- Students diagnosed with anaphylaxis will not pick up rubbish in the yard.
- Hand washing for all staff and students will occur regularly, particularly after eating food or cooking.

Individual Anaphylaxis Management Plan
- The Principal of the school is responsible for ensuring that an individual anaphylaxis management plan is developed for any student who has been diagnosed by a medical practitioner as being at risk of anaphylaxis in consultation with the student’s parents.
- The individual anaphylaxis management plan must be in place as soon as practicable after the student’s enrolment.
- The individual anaphylaxis management plan must include:
  a) Information about diagnosis including the allergy or allergies.
  b) Strategies to minimise the risk of exposure to the allergen while the student is under the supervision of school staff, for in-school and off campus settings.
  c) The name of the person responsible for implementing the strategies.
  d) Information as to where student medication is stored.
  e) The student’s emergency contact details.
  f) An emergency procedure plan provided by the parent that is signed by the medical practitioner including the student’s photograph.
  g) Requirement for the annual review of the individual management plan or more often if the student’s medical condition changes or immediately after the student has an anaphylactic reaction at school.
- It is the responsibility of the parent to provide the emergency procedure plan, inform the school if the student’s medical condition changes and to provide an up to date photograph of the student when the plan is reviewed annually.

Communication Plan
- The Principal of the school is responsible for ensuring that a communication plan is developed to provide information to all staff, students and parents about anaphylaxis and the school’s anaphylaxis management policy.
- Consultation will occur between students, parents and staff via a communication plan to inform of strategies to reduce the risk of exposure to anaphylactic triggers including:
  o during classroom activities
  o during snack and lunch time
  o before and after school, in the yard and during breaks
  o for special events such as cooking, incursions, sports days and class parties
The communication plan will include information as to how to respond to an anaphylactic reaction by a student.

The communication plan will include the procedure to inform casual relief teachers of students at risk of anaphylaxis and their role in responding to an anaphylactic reaction.

The principal of the school is responsible that all school staff are briefed twice a year by a staff member who has up to date anaphylaxis training on:

- a) the school’s anaphylaxis management policy
- b) the causes, symptoms and treatment of anaphylaxis
- c) identities of students with a diagnosed risk of anaphylaxis and where the EpiPen/Anapen is stored
- d) how to use the EpiPen/Anapen
- e) the school’s Emergency Procedure in the event of an anaphylactic reaction

Staff Training and Emergency Response

- Teachers and other school staff will have annual up to date training in an Anaphylaxis Management Course.
- The Principal of the school is responsible for identifying the school staff to be trained based on the assessment of risk of an anaphylactic reaction occurring while the student is under the supervision of the school.
- The school’s Emergency Procedure based on the student’s individual anaphylactic management plan will be followed in responding to an anaphylactic reaction.

Emergency Procedure

In the event of an anaphylactic reaction during recess the yard duty supervisor should:

- Locate coloured alert card with student’s name and the Management Plan with the listed signs or symptoms from yard duty folder.
- Remain with child and send two students with the alert card to staff room to alert a staff member to bring the EpiPen/Anapen.
- **Call 000 for MICS ambulance via mobile phone.**
- A trained staff member should administer the EpiPen/Anapen and give any other required first aid. They should remain with the child until the emergency ambulance arrives.
- Additional staff members should be alerted to support the situation in relation to crowd control.
- Office staff should contact the parents and provide the ambulance with the student’s details and Anaphylaxis Management Plan.
- A staff member must man the school gate and direct the ambulance when it arrives.
- All anaphylactic reactions will be documented by the school and first aid documentation processes followed – Refer to First Aid Policy

This policy is underpinned by the:

- First Aid Policy
- Medication Policy
- Student Engagement and Wellbeing Policy
- Student Welfare Policy

Date School Council Approved: