

Anaphylaxis

LEOPOLD PRIMARY SCHOOL POLICY

Ministerial Order 706 – Anaphylaxis Management in Schools

Rationale

Leopold Primary School complies with Ministerial Order 706 and the associated guidelines published and amended by the Department from time to time.

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.

The key to prevention of anaphylaxis in schools is knowledge of those students who have been diagnosed at risk, awareness of triggers (allergens), and prevention of exposure to these triggers. Partnerships between schools and parents are important in ensuring that certain foods or items are kept away from the student while at the school. Adrenaline given through an auto adrenaline injecting device to the muscle of the outer mid-thigh is the most effective first aid treatment for anaphylaxis.

Aims

To provide, as far as practicable, 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, developing 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.

Implementation

The Principal will ensure that an individual management plan is developed, in consultation with the student's parents, for any student who has been diagnosed by a medical practitioner as being at risk of anaphylaxis.

The individual anaphylaxis management plan (Appendix A) will be in place as soon as practicable after the student enrolls, and where possible before their first day at the school.

The individual anaphylaxis management plan will set out the following:

- Information about the diagnosis, including the type of allergy or allergies the student has (based on a diagnosis from a medical practitioner).
- Strategies to minimise the risk of exposure to allergens while the student is under the care or supervision of school staff, for in-school and out of school settings including camps and excursions.
- The name of the person/s responsible for implementing the strategies.
- Information on where the student's medication will be stored.
- The student's emergency contact details.
- An emergency procedures plan (Australasian Society of Clinical Immunology and Allergy (ASCIA) Action Plan), provided by the parent, that:
 - sets out the emergency procedures to be taken in the event of an allergic reaction;
 - is signed by a medical practitioner who was treating the child on the date the practitioner signs the emergency procedures plan; and
 - includes an up to date photograph of the student.

The student's individual management plan will be reviewed, in consultation with the student's parents/ carers:

- annually, and as applicable,
- if the student's condition changes, or
- immediately after a student has an anaphylactic reaction at school.

It is the responsibility of the parent to:

- provide the emergency procedures plan (ASCIA Action Plan, Appendix B)
- inform the school if their child's medical condition changes, and if relevant provide an updated emergency procedures plan (ASCIA Action Plan, Appendix B)
- provide an up to date photo for the emergency procedures plan (ASCIA Action Plan, Appendix B) when the plan is provided to the school and when it is reviewed
- provide in date medication.

COMMUNICATION PLAN

The Principal will be 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.

The communication plan will include information about what steps will be taken to respond to an anaphylactic reaction by a student in a classroom, in the school yard, on school excursions, on school camps and special event days.

Volunteers and casual relief staff of students at risk of anaphylaxis will be informed of students at risk of anaphylaxis and their role in responding to an anaphylactic reaction by a student in their care by a Principal Class Officer.

All staff will be briefed at the start of each year by a staff member who has up to date anaphylaxis management training on:

- the school's anaphylaxis management policy
- the causes, symptoms and treatment of anaphylaxis
- the identities of students diagnosed at risk of anaphylaxis and where their medication is located
- how to use an auto adrenaline injecting device
- the school's first aid and emergency response procedures.

STAFF TRAINING AND EMERGENCY RESPONSE

Two staff must register and complete the *Course in Verifying the Correct Use of Adrenaline Auto injector Devices 22303VIC* provided and delivered by the Asthma Foundation.

All school staff with a duty of care will undertake the new ASCIA e-training course and have their competency in using an auto injector tested in person within 30 days of completing the course by a School Anaphylaxis Supervisor. Trained staff will deliver two timely briefings per annum to all school staff. (Anaphylaxis Management: School Training Checklist, Appendix C).

The school's first aid procedures and students emergency procedures plan will be followed in responding to an anaphylactic reaction.

Appendices :

- Appendix A Anaphylaxis Risk Management Checklist
- Appendix B Anaphylaxis Management Plan
- Appendix C Anaphylaxis Management: School Training Checklist and Supervisors Observation Checklist

EVALUATION

This policy will be reviewed annually or more often if necessary due to changes in regulations or circumstances.

Signed: Alison Woodard
School Council President

Signed Jan Rollinson
School Council Executive Officer (Principal)

This policy was last ratified by School Council on:

15th Aug 2017

This policy was ratified by School Council on:

19th June 2018