

St. John the Baptist Parish School

Anaphylaxis Management Policy

BACKGROUND

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 school.

Adrenaline given through an EpiPen® auto injector to the muscle of the outer mid-thigh is the most effective treatment of anaphylaxis.

PURPOSE

To identify all anaphylactic students and follow the information contained in each student's anaphylactic management plan.

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 curriculum.

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 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.

INDIVIDUAL ANAPHYLAXIS MANAGEMENT PLAN

The Principal will ensure that an individual anaphylaxis 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 will be in place as soon as practicable after the student enrolls and where possible before the first day of 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 which 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/s 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 ASCIA Action Plan

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

- Upon initial enrolment and then annually
- If the student's condition changes
- Immediately after a student experiences an anaphylactic reaction

An annual ASCIA Action Plan for Anaphylaxis provided by the parent:

- 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
- Includes an up to date (current), passport size, colour photograph of the student

It is the responsibility of the parent to:

- Inform the school of the child's diagnosis and its causes
- Provide a completed ASCIA Action Plan for Anaphylaxis with a current photo
- Inform the school in writing if their child's medication condition changes, and if relevant, provide an updated ASICA Action Plan for Anaphylaxis.

- Supply the school with an EpiPen® auto injector (clearly marked with the child's name) and ensure it has not expired.
- Ensure that their child's EpiPen® auto injector is current and not expired at all times
- Participate in yearly reviews of the their child's Individual Anaphylaxis Management Plan

It is the responsibility of the school staff to:

- Know and understand the School Anaphylaxis Management Policy
- Know the causes, symptoms, and treatment of anaphylaxis
- Know students by face who are at risk and be familiar with the ASCIA Action Plan for Anaphylaxis and the student's individual management plan
- Know where medication for 'at risk' students is stored and how to use it

STAFF TRAINING FOR EMERGENCY RESPONSE

The school's first aid procedures and a student's ASCIA Action Plan for Anaphylaxis will be followed in responding to an anaphylactic reaction.

The Principal will identify the school staff to be trained based on a risk assessment. Staff will be briefed at least twice a year by a staff member or an external provider who has up to date anaphylaxis management training on

- The school's anaphylaxis management policy
- The causes, symptoms and treatment of anaphylaxis
- The identity of students diagnosed at risk of anaphylaxis and where their medication is located
- How to use the auto injecting adrenaline device
- The school's first aid and emergency response procedures
- Prevention Strategies

The Principal will ensure that while the student is under the care or supervision of the school, including excursion, yard duty, camps and special event days, there is a sufficient number of school staff present who have successfully completed an Anaphylaxis Management Training Course within the 3 years prior (plus annual refresher training).

COMMUNICATION PLAN

The Principal will be responsible for ensuring that Individual Anaphylaxis Management Plans and implementation procedures provide information to all staff, students and parents about identified student's anaphylaxis, as well as the school's anaphylaxis management policy.

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

The Deputy Principal will inform volunteers and casual relief teachers of any students in their care who are at risk of an anaphylactic reaction and orient them to the school's protocol when managing anaphylactic students. Children's relevant medical information will be displayed publically within the confines of the school.

PREVENTION/IMPLEMENTATION PROCEDURES

In addition, the following procedures will be implemented:

- Names/contact details of students who are at risk of anaphylaxis and who have an ASCIA Action Plan for Anaphylaxis will be placed in the staffroom, canteen and sick bay.
- Canteen staff will be made aware of this policy and children who are at risk of anaphylaxis
- Regular discussions with students about the importance of washing their hands after eating, and not sharing food.
- Each staff member will carry a mobile phone whilst on duty in the playground at school and on school camps, excursion etc.
- The duty 'bum bag' on the oval will carry photos of students at risk of anaphylaxis, a generic EpiPen® and an 'urgent assistance required' card and the children's ASCIA Action Plans
- All documentation and prescribed medication pertaining to students at risk of anaphylaxis will be kept in the sick bay, unless otherwise specified by the parents. Medication will be clearly displayed, labelled and easily accessible. Expiry dates for medication (including the EpiPen®) will also be highlighted and parents will be asked to provide an up to date medication as soon as possible to the 'use by' date – this will be monitored by the School Wellbeing Coordinator
- In the case of an anaphylactic emergency an ambulance will be called
- It is the responsibility of the teacher in charge to take parent's contact details and all prescribed medication of students at risk of an anaphylactic reaction on excursions and to ensure that the medication is immediately returned to the sick bay upon the students returned.
- Although St. John the Baptist Parish Primary School is not a 'nut free' school, students who have been identified as being at risk of an anaphylactic reaction will be provided with an alternative food item on days when food containing nuts may be given to the students e.g. birthdays, etc.

SCHOOL MANAGEMENT and EMERGENCY RESPONSE

In the event of an anaphylactic reaction, the Emergency Response Procedures as stated below must be followed, together with the School's general first aid and the student's ASCIA Action Plan. When a student with a medical condition that relates to allergy and the potential for anaphylactic reaction is under the care or supervision of the School, outside of normal class activities, including in the school yard, at camps and excursions, or at special events conducted, organised or attended by the School, the Principal must ensure that there are sufficient number of School Staff present who have been trained in accordance with Ministerial Order 706 and as detailed below in this policy.

EMERGENCY RESPONSE PROCEDURE

In the classroom: In the case of an ANAPHYLACTIC attack in the student's classroom

- Administer the EpiPen
- Ring 000 (ask for an ambulance to attend, staying on the phone for instructions from the professionals)
- Red card to the office to alert staff to a medical emergency. Red card will alert office staff to attend)
- Office staff will bring school EpiPen and mobile phone to assist and ring parents from the mobile (mobile will be used to contact parents)
- In students' classrooms, THEIR EPIPEN is stored in their school bag accessible to the staff
- General use EpiPens are stored in the First Aid Room in the administration building

In all other rooms: In the case of an ANAPHYLACTIC attack

- Administer EpiPen
- Red card to the office
- Ring 000 (ask for an ambulance to attend, staying on the phone for instructions from the professionals)
- Office staff will bring school EpiPen and mobile phone to assist, and ring parents from the mobile (mobile will be used to contact parents)

In the yard: The yard duty bag has laminated cards with the names and photographs of anaphylactic students attached. In the case of an ANAPHYLACTIC attack

- Administer EpiPen
- Red card to the office
- Ring 000 (ask for an ambulance to attend, staying on the phone for instructions from the professionals)
- Ring 000 (from school phone if contact has not been made) - Ring student's parents (from office if contact had not been made)

- Office staff will bring school EpiPen and mobile phone to assist and ring 000 if the staff member on duty has not been able to do so

Out of school i.e.: camps/excursions/sporting events: The Excursion/Camp First Aid bag contains laminated cards with the names and photographs of anaphylactic students

- Administer EpiPen - Ring 000/112 (ask for an ambulance to attend, staying on the phone for instructions from the professionals)
- Ring student's parents
- School staff will bring school EpiPen as back up in Excursion/ Camp First Aid

Review Procedure: After an anaphylactic reaction has taken place that has involved a student in the School's care and supervision, it is important that the following review processes take place;

- The Adrenaline Autoinjector must be replaced by the Parent as soon as possible and the Principal and or delegate shall ensure that there is an interim Individual Anaphylaxis Management Plan should another anaphylactic reaction occur prior to the replacement Adrenalin Autoinjector being provided
- If the Adrenaline for General Use has been used this should be replaced as soon as possible and the Principal and or delegate should ensure there is an interim plan in place should another anaphylactic reaction occur prior to the replacement Adrenaline Autoinjector for General Use being provided
- The student's Individual Anaphylaxis Management Plan should be reviewed in consultation with the student's parents
- The School's Anaphylaxis Management Policy should be reviewed to ensure that it adequately responds to anaphylactic reactions by students who are in the care of School staff

Anaphylaxis Medication – Labelling/Storing:

- Medication will be stored in accordance with the student's Individual Anaphylaxis Management Plan and the student's Anaphylaxis Action Plan
- Medication should always remain readily available for the student in case required
- A copy of the Individual Anaphylaxis Management Plan, complete with a current photo of the student, will be stored with the medication
- Nominated staff members will check the expiry date on school's medications each term

St John the Baptist Parish Primary School will comply with Ministerial Order 706

Evaluation: History of Updates to Policy

Date	Comment (e.g. major review, minor review)
February 2017	Minor review
February 2018	Minor review
July 2019	Minor Review