



## Anaphylaxis Management Policy

### Purpose:

- To provide, as far as practical, a safe and supportive environment in which students at risk of anaphylaxis can participate equally in all aspects of their schooling.
- To ensure that the school fully complies with Ministerial Order 706 and associated Guidelines published and amended by the Department from time to time

### Aim:

- To ensure the school is fully equipped and staff fully informed, trained and confident in dealing with an anaphylaxis event at our school.

### Implementation:

- **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 Principal will ensure that a communication plan is in place to inform staff, volunteers and casual relief teachers of the potential for an anaphylactic reaction and their role in responding to that a reaction by a student in their care
- The Principal will ensure that all relevant staff are trained and briefed at least twice a year
- The Principal will complete an annual Risk Management Checklist as published by the Department.
- Ensure the individual Anaphylaxis Plan is in place as soon as practicable after the student enrolls and where possible before their first day of school. The plan will contain:
  - *The information about the student's medical condition that relates to allergy and the potential for anaphylactic reaction, including the type of allergy the student has.*
  - *Strategies to min the risk of exposure to known and notified allergens while the student is under the care or supervision of School Staff, for in-school and out-of-school settings including in the school yard, at camps and excursions.*
  - *The name of the person responsible for implementing the strategies*
  - *Information on where the student's medication will be sorted*
  - *The student emergency contact details and the Action Plan.*
- School Staff will implement and monitor the students individual Anaphylaxis Plan
- The action plan will be displayed in the medication area of the kitchen and information will be provided for CRT re the induction process
- The Anaphylaxis Plan will be reviewed, in consultation with the student's annually or when the students medical condition changes, as soon as practicable following a reaction and when the student is to participate in an offsite activity such as a camp or excursion.

- The parent/ career will be responsible for:
  - *Providing the ASCIA Action Plan*
  - *Informing the school in writing if the medical condition changes*
  - *Provide the school with an Adrenaline Autoinjector that is current and not expired*
  - *Briefing all staff at the beginning of the school year or when the child enrolls*
  
- The school will
  - liaise with the parents to ensure prevention strategies for in and out of school care are clearly listed and displayed. These strategies will vary for each individual case.
  - Ensure sufficient school staff will be trained in the administration of Adrenaline to be able to respond quickly to an anaphylactic reaction if needed. Training will every 3 years with briefing to occur twice yearly.
  - Ensure they have two School Anaphylaxis supervisors trained to check staff training and be available for competency checks and twice yearly briefings
  - Ensure all staff who have contact with the student will be trained. Training will commence as soon as practical after the student has enrolled and preferable before the students first day of school.
  - Provide an additional autoinjector and ensure that it is not past it's used by date.
  - The autoinjector and management plan will be clearly accessible and all staff will know the exact location.
  - Advise staff to avoid using food in activities including games
  - Ensure parents are consulted in advance re any food being used for in or out of school activities with the parent providing alternative foods if required.
  - The Principal will complete an annual Risk Management Checklist as published by the Department.

Evaluation:

- This policy will be reviewed as part of the school's 3 year cycle review. This policy was ratified by school council on 10/2/2016