

Anaphylaxis Management Policy

Relationship with other Policies:

This policy is to be read in conjunction with the Anaphylaxis Policy and the Anaphylaxis Communication Policy.

Background:

The Education and Training Reform Act 2006 provides that a school must have an Anaphylaxis Management Policy containing matters required by Ministerial Order 706 if it has enrolled a student in circumstances where the school knows, or ought reasonably to know, that the student has been diagnosed as being at risk of anaphylaxis. **Ministerial Order: 706 – Anaphylaxis in Schools** (revised in December, 2015) provides the regulatory framework for the management of anaphylaxis in all Victorian schools.

Definition:

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
- medications.

Signs of mild to moderate allergic reaction include:

- swelling of the lips, face and eyes;
- hives or welts;
- tingly mouth; or
- abdominal pain and / or vomiting (signs of a severe allergic reaction to insects).

Signs of anaphylaxis (severe allergic reaction) include any one of the following:

- difficult / noisy breathing;
- swelling of tongue;
- swelling / tightness in throat;
- difficulty talking and / or a hoarse voice;
- wheeze or persistent cough;
- persistent dizziness or collapse;
- pale and floppy (young children); or
- abdominal pain and / or vomiting (signs of a severe allergic reaction to insects).

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. A partnership between the school and parents is important in ensuring that certain foods or items are kept away from the student while at school.

Adrenaline given through an EpiPen to the muscle of the outer mid thigh is the most effective first aid treatment for anaphylaxis.

Purpose:

- 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.

Individual Anaphylaxis Management Plans

An individual Australian Society of Clinical Immunology and Allergy (ASCIA) anaphylaxis Action Plan will be in place as soon as practicable after the student enrolls, and where possible before their first day of school. The ASCIA Action Plan will be completed by a qualified medical practitioner.

The individual ASCIA Action 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); and
- 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.

Anaphylaxis Management Policy

The student's individual action 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/GUARDIAN TO:

- provide the emergency procedures plan (ASCIA Action Plan);
- inform the school if their child's medical condition changes, and if relevant provide an updated emergency procedures plan (ASCIA Action Plan);
- provide an up to date photo for the emergency procedures plan (ASCIA Action Plan) when the plan is provided to the school and when it is reviewed; and
- regularly check the expiry date on the EpiPen ensuring it is current.

Communication Plan

The principal 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.

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.

Staff training and Emergency Response

Staff Training

As required by Ministerial Order 706, all schools with a child or young person at risk of an anaphylactic reaction are required to undertake twice yearly briefings on anaphylaxis. The presentation will cover:

- 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 using an EpiPen trainer device
- the school's first aid and emergency response procedures
- all staff at Bonbeach PS will complete the *ASCIA Anaphylaxis e-training for Victorian Schools* (<https://etrainingvic.allergy.org.au/>) followed by a competency check by the School Anaphylaxis Supervisors. This online course is provided by free of charge for all Victorian schools by ASCIA, and is valid for 2 years.
- 2 staff members (the School Anaphylaxis Supervisors) will complete - *Course in Verifying the Correct Use of Adrenaline Autoinjector Devices 22303VIC*. This course is provided by the Asthma Foundation, is free to government schools and is valid for 3 years.

Emergency Response

Teachers and other school staff who conduct classes which students at risk of anaphylaxis attend, or give instruction to students at risk of anaphylaxis must have up to date training in an anaphylaxis management training course.

At other times while the student is under the care or supervision of the school, including excursions, yard duty, camps and special event days, the principal must ensure that there is a sufficient number of staff present who have up to date training in an anaphylaxis management training course. The principal will identify the school staff to be trained based on a risk assessment.

Training will be provided to these staff as soon as practicable after the student enrolls. Wherever possible, training will take place before the student's first day at school. Where this is not possible, an interim plan will be developed in consultation with the parents.

The school's first aid procedures and student's emergency procedures plan (ASCIA Action Plan) will be followed in responding to an anaphylactic reaction.

Evaluation:

This plan will be reviewed as part of the school's three-year review cycle.

Approval:

This policy was approved by the School Council on 13 September 2016.