Anaphylaxis Policy

Rationale

Students at risk of anaphylaxis need a safe and supportive environment so they can participate equally in all aspects of the student’s schooling.

A partnership between school and parents/carers is important in assessing risks, developing risks minimisation strategies and management strategies for the student.

Knowledge by staff about allergies, anaphylaxis, the school’s policy and procedures in responding to an anaphylactic reaction is necessary.

Implementation

1. Individual anaphylaxis management plan.


- Responsibility of Principal in consultation with student’s parents.
- For any student who has been diagnosed by a medical practitioner as being at risk of anaphylaxis.
- To be in place before student's first day at school /practicable after the student enrols.

Sets out the following:

- Information about the diagnosis, including the type of allergy /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 /supervision of school staff, for in-school and out of school settings including camps and excursions [appendix2 pp21-23 of Anaphylaxis Guidelines for Victorian Government Schools].
- Name of person/s responsible for implementing the strategies.
- Information on where the student’s medication will be stored.
- The student’s emergency contact details.
  - 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 photograph of the student.

- To be reviewed, in consultation with the student’s parents/carers:
  - annually and as applicable
  - if the student’s condition changes
- 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).
  - 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.

2. Communication Plan.

[ P.15 Anaphylaxis Guidelines for Victorian Government Schools]

- Responsibility of Principal.

- Purpose to provide information to all staff, students and parents about anaphylaxis and the school’s anaphylaxis management policy.

- Provide information about what steps will be taken to respond to an anaphylactic reaction by a student in a classroom, school yard, school excursions, school camps and special event days.

- Volunteers and casual relief staff of students at risk will be informed of such students and their role in responding to an anaphylactic reaction by a student in their care. A named staff member/s will have this responsibility.

- All staff to be briefed once each semester by a staff member who has up to date anaphylaxis management training on:
  - school’s anaphylaxis management policy
  - causes, symptoms and treatment of anaphylaxis and where their medication is located
  - how to use an auto adrenaline injecting device (EpiPen)
  - the school’s first aid and emergency response procedures (DVD available).

3. Staff Training and Emergency Response.

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

- Principal must ensure that there is sufficient staff who have had up to date training in an anaphylaxis management training course present to supervise at risk students under school care, including yard duty, camps and special event days.

- Principal will identify the school staff to be trained based on a risk assessment. [risk assessment tool = http://www.sofweb.vic.edu.au/wellbeing/support/anaphyl.htm ]

- Training will be provided to these staff as soon as practicable after the student enrols.

- 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 parent’s.

- School’s first aid procedures and student’s emergency procedures plan (ASCIA Action Plan) will be followed in responding to an anaphylactic reaction.
Responsibility

Principal

**Ratified at School Council:**

**Due for Review:** First School Council meeting after AGM each year.