

# **SUNSHINE COLLEGE**

## **ANAPHYLAXIS MANAGEMENT POLICY**

### **RATIONALE**

Anaphylaxis is a severe, and sudden allergic reaction that occurs when a person is exposed to an allergen (insect bite/food). Anaphylaxis is potentially life threatening and requires an emergency response. This includes advice and actions that reduce the risk of a student being exposed to substances likely to trigger a reaction. Avoidance of allergens is the basis of anaphylactic prevention.

### **AIMS**

- To provide a safe and supportive environment in which students at risk of anaphylaxis can participate equally in all aspects of their 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 who teaches the student has adequate knowledge about allergies, anaphylaxis and the school's policy and procedures in responding to an anaphylactic reaction

### **INDIVIDUAL ANAPHYLAXIS MANAGEMENT PLANS**

The Principal or his/her nominee will ensure that an individual management plan is developed, in consultation with the student's parents, for any student who has been diagnosed 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 their first day of school.

#### **The individual anaphylaxis management plan will set out the following:**

- Information about the diagnosis, including the type of allergy/allergies
- Strategies to minimise the risk of exposure to allergens while the student is under the care or supervision of school staff, 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 procedure plan (ASCIA Action Plan), provided by the parents to be used in the event of an allergic reaction that:
  - ❖ Sets out emergency procedures
  - ❖ Is signed by a doctor treating the child
  - ❖ Includes an up to date photograph of the student

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

- 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) to the school
- Inform the school if their child's medical condition changes, and if relevant, provide an updated emergency procedure plan (ASCIA Action Plan)

### **COMMUNICATION PLAN TO STAFF**

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 schoolyard, on school excursions, on school camps and special event days.

Casual relief staff will be informed about students at risk of anaphylaxis and their role in responding to an anaphylactic reaction by the Principal or his/her nominee.

**All staff will be briefed once each semester by the Principal or his/her nominee, 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 EPIPEN
- The school's first aid and emergency response procedures

### **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.

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 students emergency procedures plan (ASCIA Action Plan) will be followed in responding to an anaphylactic reaction.

### **ANNUAL RISK MANAGEMENT CHECKLIST**

The Principal or his/her nominee will complete an annual Risk Management Checklist as published by the Department of Education and Early Childhood Development to monitor compliance with the Ministerial Order and the related guidelines.